

COMMERCIAL BUILDING PERMIT REQUIREMENTS

The following items must be submitted before a building permit is issued:

1. One set of building plans, signed and sealed by an Illinois Licensed Architect that include:
 - a. Site plan including drainage and storm water detention, elevations, setbacks from building to property lines, utilities entering building and underground, site details, storm flow, etc.
(Note: Any new development or re-development contains an area ten thousand (10,000) or more square feet of total impervious surface will require a Storm-water Development Permit)
 - b. Drainage calculations
 - c. Parking plan showing required handicap spaces, ramps, signage, sidewalks, parking blocks, landscaping, dimensions, trash receptacle enclosure, etc.
 - d. Exterior elevation plan showing all exterior building materials to be used
 - e. Foundation/footing plan notes and details. Boring/soil compaction tests may be required by the County.
 - f. Floor plan details and notes
 - g. Structural drawings, details and notes, wall sections
 - h. Electric/lighting plan, details and notes
 - i. Ceiling plan
 - j. Mechanical plan, details and notes
 - k. Plumbing plan
 - l. Roof plan, details and notes
 - m. Door, window and finish schedule
 - n. Project Specification Manual – one copy
 - o. Illinois Energy Conservation Code Com-check
 - p. Detailed breakdown of project cost
 - q. NPDES Permit (if disturbing one or more acres)
2. Commercial building permit application completed by architect
3. Any access permits from IDOT, if required
4. Drainage plan and calculations approved by IDOT if property drains to any IDOT right-of-way

Jersey County set-backs for commercial construction: 75' from road right-of-way and no less than 35' from property lines

NOTE: Review of building, drainage plan and calculations will take 7 to 14 working days before permit will be approved and issued.