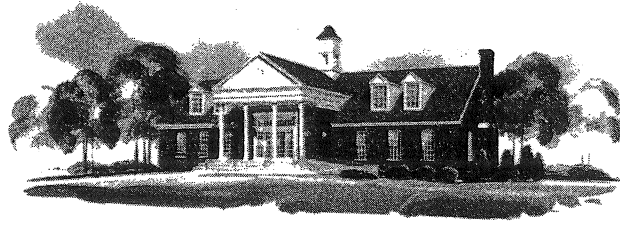


# The Village of South Barrington



30 SOUTH BARRINGTON ROAD  
SOUTH BARRINGTON, ILLINOIS 60010-9500  
Phone (847) 381-7510 Fax (847) 381-0024  
[www.southbarrington.org](http://www.southbarrington.org)

## BUILDING DEPARTMENT GUIDELINES

### BUILDING DEPARTMENT STAFF:

**Chief Building Official & Inspector:** Ray Wolfel, Building and Zoning Officer

**Plan Reviewer:** Kelly P. Rafferty, Registered Architect

**Village Engineer:** Mark D. Lattner, Professional Engineer

**OFFICE HOURS:** The Building Department office hours are 8:00 A.M. to 4:00 P.M., Monday through Friday. The Building Officer can normally be reached in the office between the periods of 8:00 to 9:00 A.M. and 3:00 to 4:00 P.M.

**REQUESTS FOR INSPECTIONS:** Twenty-four (24) hours notice required for all inspections. Inspection scheduling for the coming day closes out at 3:00 P.M. Requests for inspections must be made by calling the Village Hall at 847-381-7510. **No inspections will be honored when left in voice mail.** No specific times can be guaranteed. When scheduling an inspection please give the address, permit number, type of inspection, name and telephone number.

**CONSTRUCTION HOURS:** Commercial or non-commercial construction activities are permitted Monday through Saturday from 7:00 a.m. to 8:00 p.m. only. Non-commercial home repair, maintenance and remodeling upon the personal residence of the person or persons engaging in such activities will also be allowed and permitted on Sundays from 7:00 a.m. to 8:00 p.m.

**REQUIRED INSPECTIONS:** Inspections are required at the following stages of construction:

- Driveway/Septic Roping (prior to excavating)
- Footing (prior to pouring footings/piers)
- Backfill (prior to backfill, after dampproofing and draitile complete)
- Underslab (prior to pouring concrete slabs, after plumbing, mesh and V. B. complete)
- Rough-in (prior to insulating, after all mechanical and carpentry is complete)
- Septic System (prior to backfill of any portion of the septic system)
- Final Occupancy (prior to occupancy, after all work is complete)

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Whenever reinspection of any construction work is required, due to the failure of the work to meet the requirements of any Ordinance of the Village, a reinspection fee of seventy-five dollars (\$75.00) shall be paid to the Village Clerk prior to the performance of the reinspection.

**NEW FIRST INSPECTION** (prior to the start of excavating work):

**GRAVEL DRIVEWAY/SEPTIC ROPING INSPECTION:** Immediately prior to the start of excavating, the following items must be completed and inspected by the Village Building Department:

1. Septic Field Protection (4 foot tall, orange, snow fence around the entire septic area)
2. Gravel Driveway installed up to garage area (culvert pipe also if no curbs)
3. Sign with log number and street address (Permit Card to be displayed here also)

**REQUIRED DOCUMENTS:** The following paperwork must be submitted to the Building Department during construction. Approval for occupancy will not be given until all required paperwork has been submitted and approved.

- Spotted Foundation Survey (prior to start of carpenter framing)
- Well Report
- Water Sample Analysis Report
- As-Built Septic System Drawing
- Heat Loss/Gain Calculations with comparison with unit(s) specified
- Engineered Truss Drawings (if trusses used)

**NOTE:** A spotted survey prepared by a Registered Illinois Land Surveyor must be furnished immediately after foundation work is completed. Inspections will not be made until the survey has been submitted and approved by the Building and Zoning Officer.

**DRIVEWAY ORDINANCE:** Village Ordinance No. 0-73-24 "*Ordinance providing for the installation of culvert and driveway before new construction*" requires a gravel driveway and culvert be installed leading from the street to the location of the garage before construction begins. The required driveway shall be installed and approved by the Village immediately prior to the issuance of the building permit for the house construction. The gravel driveway must be maintained throughout the course of construction.

**SEPTIC FIELD ROPING ORDINANCE:** Village Ordinance No. 0-88-286 "*Ordinance providing for the protection of septic field areas during the course of building construction*" requires that a protective barrier consisting of 4 foot tall, orange, snow fence be installed around all sides of the septic area before construction begins. The required protection shall be installed and then approved by the Village immediately prior to the issuance of the building permit.

The fence protection around the septic field area must also remain in place, in a complete and effective manner, for the duration of the construction process, up to and including the date of the final occupancy inspection. Should traffic or disturbance of the septic field area be in evidence to the Building Department, a new percolation test may be required as per the terms of the

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Village Septic System Ordinance. Failure to maintain the required protection fence will also result in the issuance of a Stop Work Order.

**SEPTIC SYSTEM ORDINANCE:** Village Ordinance No. 0-88-308 “*Private Sewage Disposal Systems*” outlines the standards for design, construction, materials, operations and maintenance of septic systems. The following are excerpts from the Ordinance that are of importance to all builders operating in South Barrington.

- No occupancy is allowed prior to the installation of the complete septic system. Temporary Occupancy Permits or Conditional Occupancy Permits shall NOT be issued for any home that does not have a complete septic system. The presence of holding tanks in lieu of the septic field shall not be sufficient for the issuance of any type of Occupancy Permit. Septic tanks are not to be installed before the installation of the seepage field itself.
- All downspouts and sump pump discharges which would flow across the septic area must be connected to underground drain pipes running to an approved discharge point away from the septic area.
- Water softener backwash and footing sump water shall not discharge into the septic system.
- Should the proposed septic area be of a wooded nature, ALL cleaning operations shall be done by hand, with absolutely no vehicular traffic allowed.
- The Septic Design Drawing shall control the building location, top of foundation elevation, and the location of the well. All changes must be approved by the Village.
- Any change in the number of “bedrooms” will change the required size of the septic field. All floor plan changes must be approved by the Village.
- All required septic field fill material must be imported and spread prior to the issuance of the building permit.** The Septic Engineer shall be responsible to approve the fill material, set the grade stakes, and verify that the final grades are in conformance with the Septic Design Drawing. A Site Development Permit must be obtained prior to the start of any filling operations. All steps must be approved by the Village.
- The site shall be protected at all times during and after construction so that all soil will be retained on the property. Sod, seeding, straw bales, filter fabrics, etc. shall be used as necessary to prevent erosion into ditches, swales, structures, or adjacent properties.
- Landscaping shall be installed when the ground is dry. Only lightweight landscaping tractors are allowed on the septic field. Landscaping over tanks, drop boxes, and header lines is to be completely by hand. The septic area must be seeded or sodded as quickly as possible.
- Lawn sprinkler systems are not allowed in the septic field area.

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**ROAD BAN:** Each Spring, the Chairman of the Roads Committee and the Village Engineer post a weight limit on all Village roadways that have been accepted by the Village. This ban will limit the weight of any vehicle to a maximum of 10 tons gross weight. When put into effect, overweight vehicles will be subject to arrest and fines. Please keep a look-out for the weight limit signs posted throughout the Village. No exceptions or escorts will be arranged. Usually, this weight limit goes into effect in early March and lasts about 30 to 45 days. However, the exact timing is weather dependent and therefore not able to be determined at this time. Please schedule your construction activity accordingly. Any project which is observed by the Building Department violating the road ban on more than one occasion will be subject to a Stop Work Order.

**STREET CLEANING:** Please be advised that it is the responsibility of the General Contractor to see to it that excessive gravel, mud, and debris is not deposited on Village roadways, and if done, that it be promptly and completely cleaned up by hand or with rubber-tired equipment.

**TRASH CONTROL:** Village Ordinance No. 0-69-104 "*Anti-Litter regulation*" requires that all trash, rubbish, construction materials, etc. be stored, deposited, or installed in such a manner that it will not be carried away by the action of wind, etc. It is the responsibility of the General Contractor to see to it that all litter be promptly and completely cleaned. The use of dumpsters is highly recommended. Stop Work Orders will be issued for all jobs, which continue to violate this Ordinance.

**ANTI-BURNING ORDINANCE:** Village Ordinance No. 0-87-276 "*An Ordinance Prohibiting Open Burning*" requires that NO burning of construction, landscaping, or any other combustible debris in open fires or in metal containers be allowed on any lot within the Village.

**PORTABLE TOILETS:** The use of portable toilets on each job site is recommended. Such toilets shall be located near the gravel driveway to allow for proper access for disposal.

**MAINTENANCE OF DITCHES AND SWALES:** Village Ordinance No. 0-81-166 "*An Ordinance regarding the maintenance of swales and drainage ditches*" requires that no obstruction which may inhibit, restrict, or obstruct, in whole or in part, the water drainage for which any swale or ditch was originally designed be allowed to exist. An obstruction includes, but is not limited to erosion, fill, ruts, stone, railroad ties, plant growth, and structures of any kind or nature whatsoever. Prior to the return of any performance deposit money, the Village Engineer will inspect the lot for any such obstructions that may exist. Any obstruction notes must be corrected before any deposit money will be returned.

**SMOKE DETECTOR ORDINANCE:** Village Ordinance No. 0-88-305 "*An Ordinance requiring the installation and maintenance of smoke detectors in all new and existing residential properties*" requires that a least one approved smoke detector be provided on every level of a house. Detectors are required so that no doorway to a room used for sleeping purposes is more than 15 feet from the nearest detector. Smoke detectors shall be permanently wired into the buildings AC power supply and shall be wired so that when one sounds, all sound.

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**PRE-FABRICATED FIREPLACE ORDINANCE:** Village Ordinance No. 0-88-306 “*An Ordinance prohibiting the installation of pre-fabricated metal fireplaces within the Village of South Barrington*” requires that all fireplaces must be constructed of masonry with self-supporting reinforced concrete hearth slabs. Pre-fabricated metal fireplaces are not allowed.

**SHEET METAL DUCTWORK ORDINANCE:** Village Ordinance No. 0-77-65 “*An Ordinance providing for certain construction requirements for forced air systems*” requires that all ductwork shall be galvanized sheet metal (flex duct and duct board is not permitted). At the April 1989 meeting of the Village Board of Trustees, this subject was discussed in length and was overwhelmingly agreed to remain as a Village Building Code requirement.

**BUILDING STANDARDS UNIQUE TO SOUTH BARRINGTON:** The following items are unique construction requirements for South Barrington and are commonly found to be missing or shown incorrectly during the plan review process as well as during construction:

- 2 x 6 plates are required on top of all steel beams.
- All gravel surrounding drain tile shall be washed.
- Building paper shall be placed on top of the gravel of the drain tile to prevent silting.
- Basement headroom must be 7'- 0" minimum from top of slab to bottom of joists.
- A condensate drain shall be installed at the furnace location(s) and shall drain to the footing sump pit. (2" PVC under slab with a standpipe above top of slab)
- A floor drain shall be installed near the water heater(s) and shall drain to the sanitary sump pit. (4" cast iron)
- A 3-valve loop must be installed at the water softener location and shall be located such that the softener backwash will discharge to the footing sump.
- Plumbing roof vents must have lead flashing (not plastic).
- All showerheads must have winged elbows fastened to wood blocking.
- All garages, basements, crawlspaces, stoops, etc. must be excavated to clay and then backfilled with all granular fill (pea gravel, etc.).
- Vapor barriers under slabs must be 6 mil plastic (minimum).
- All basement foundation walls must be 10" thick (minimum).
- All foundation walls greater than 4 feet tall must have steel reinforcing in the top and bottom.
- Concrete wing walls are required at all exterior doors out to grade (except if wood deck).
- Full concrete walls are required around entire front entry stoops.

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- ❑ All footings and walls must be formed and poured concrete (concrete block and trench footings are not allowed).
- ❑ All beam pockets must be grouted.
- ❑ Fire code drywall is required above and 4 feet beyond furnaces and water heaters (installed prior to the mechanical trades), stud walls within 4 feet of furnaces must be similarly protected.
- ❑ Electric service shall be 200 amp with a 42 circuit panel (minimum).
- ❑ Electric service shall bond the metallic water system to the neutral bar in the load center, even with the use of an outside ground rod.
- ❑ One frost-proof hose bibb and weatherproof GFI outlet is required on the front and rear of the home (minimum).
- ❑ All Garage outlets shall be on a GFI circuit with a reset button in the Garage.
- ❑ One Garage ceiling light is required for each car space.
- ❑ An outlet is required in the foyer at wall of the main stairs.
- ❑ All wardrobe size closets must have recessed can lights or fluorescent light.
- ❑ All outlets at sinks and vanities shall be on a GFI circuit with a reset button in each room.
- ❑ One outlet is required on kitchen islands and peninsulas.
- ❑ Smoke detectors on each level and within 15 feet of all bedroom doors.
- ❑ All framing in contact with basement slab must be pressure-treated.
- ❑ All walls of crawlspaces shall have 1" insulation (minimum).
- ❑ All ductwork must be sheet metal (no flexible ductwork allowed).
- ❑ All supply and return air must be in sheet metal ductwork (no panning allowed).
- ❑ All penetrations thru bottom or top plates for ductwork, etc. must have sheet metal angles where plates have been cut.
- ❑ All bathroom exhaust ductwork shall be 3" or 4" diameter metal flex (vinyl spiral flex is not allowed) and shall run to soffit vents (not to roof vents).
- ❑ All bathrooms shall have exhaust fans (even if operable window in room).

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- Stairs: 9 ½” clear treads, nose to nose (minimum)
  - 9 ½” clear treads at 15” from narrow end of curved stairs
  - 4 ½” treads at narrow end of winder stair
  - 8” maximum riser
  - 6’ – 8” headroom (minimum)
- All attic spaces with kneewalls over 3 feet high must have access panels with p.c. lights.
- Whirlpool tub motors must have access panels.
- Attic access panels cannot be located in wardrobe size closets.
- Steel beams must be supported by steel columns.
- All brick/masonry must be supported by steel beams/lintels or other masonry. Masonry cannot be supported by, bolted to, or sit on wood framing or roof sheathing.
- Base flashing for masonry must be 12 mil plastic (minimum).
- Air barrier or 15# felt paper must be installed **OVER** the sheathing and lap the base flashing.
- Corner bracing must be plywood or 1 x 4 let-ins (metal bracing is not allowed).
- All walls of garage must be dry walled. (Firecode on common walls and ceiling, but firecode on all walls when a living space is above garage).
- Fireplace construction must be all masonry (pre-fab metal not allowed).
- All hearth slabs must have 6” thick self-supporting reinforced concrete cantilevered slabs with 16” projection (minimum).
- “B” class furnace flues must be surrounded in masonry where exposed above the roof.
- Window sizes from bedrooms must meet egress width requirements (20” glass minimum).
- All skylights must be glass not plastic.
- 5/8” plywood required when roof trusses are at 24” o.c.
- 30# felt underlay required under wood shake roofing.
- All framing must be at 16” centers (except engineered roof trusses).
- Fire stopping is required at all soffits and dropped ceiling areas.

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**ADDITIONAL PERMITS REQUIRED:** Additional permits must be obtained if any additional work is to be done that was not indicated on the approved permit plans, such as:

- Finishing of Bonus Rooms, Attics, etc.
- Finishing of Basement
- Wood Deck
- Gazebo
- Swimming Pool
- Tennis Court
- Driveway Paving/Repaving

Note: No construction work may be started without all applicable permits issued and all fees paid. A fee surcharge of fifty percent (50%) shall be assessed if construction started before the permit was obtained. The surcharge on residential construction shall be not less than \$100 or more than \$5,000.

**PERFORMANCE DEPOSIT RETURNS:** Village Ordinance No. 0-88-293 “*An Ordinance providing for cash deposits to be made by applicants for building permits*”. The performance deposit money is held by the Village Treasurer until **all** construction, landscaping, and restoration work is completed to the satisfaction of both the Village Engineer and Building Department. The return of performance deposit money is initiated when a written request is received by the Village. Deposit return request forms are available at the Village Hall.

In the event that deficiencies resulting from construction or landscaping work has been detected by the Village Engineer and/or Building Department, all of the deposit will be retained by the Village until such repairs are completed. It shall not be the responsibility of the Village to determine who is responsible to correct the deficiencies; however, no money will be returned until they are completed.

**CERTIFICATE OF OCCUPANCY:** At the time of the final inspection of the house, the Builder will be given an inspection report that states, “As of this date Approval is given for occupancy”. This statement most always satisfies lenders/attorneys for closing purposes. A formal “Certificate of Occupancy” will be issued upon request only.

**GENERAL:** No error or omission in either plans or construction, whether said plans or construction has been approved by the Building Department or not shall permit or relieve the applicant from constructing the work in any other manner than that provided for in the Building Ordinances and regulations of the Village of South Barrington relating thereto.

Your cooperation is appreciated. Please call the Village Hall if you have any further questions.