

# 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)

## NEW CONSTRUCTION PERMITS

### BUILDING PERMIT APPLICATION DOCUMENTS:

Permits will not begin to be processed until all required items have been submitted:

- APPLICATION FORM  **APPLICATION FORM MUST BE TYPED**
  - Real Estate Index Number
  - Legal Description of Property
  - Accurate Estimated Construction Cost
  - All Contractor Names and Addresses
  - Signatures of Owner and Applicant
- THREE (3) SETS OF ARCHITECTURAL DRAWINGS (Signed & sealed by registered Architect)
- FIVE (5) COPIES OF SEPTIC DESIGN / SITE DEVELOPMENT DRAWINGS
- PERCOLATION TEST RESULTS / COOK CNTY APPLICATION (Less than 18 months old)
- PLAT OF SURVEY WITH LEGAL DESCRIPTION
- SUBDIVISION ARCHITECTURAL APPROVAL LETTER
- \$500.00 APPLICATION FEE (SEPARATE CHECK)
- \$500.00 PLAN REVIEW FEE (SEPARATE CHECK)

### PERMIT PROCESS TIMEFRAME:

Please allow approximately three weeks for the initial review process. The architectural plans and septic design drawings are reviewed by the Building Department and the Village Engineer reviews the site development/site grading information. Upon completion of the initial plan review by both Departments, the plans will be returned to the applicant for corrections and/or additional information from the Architect, Septic Engineer and applicant.

Upon receipt of the revised drawings, the permit normally takes about five (5) business days to be processed by the Building Department. The applicant will be called with the amount of any outstanding fees to be collected and any remaining paperwork or conditions that remain to be satisfied prior to picking up the permit.

**BUILDING LOCATION CRITERIA:**

1. No portion of the building, addition, or deck, etc. may extend into the required front, rear or side setbacks of the property.
2. The building must be located so that all required minimum distances to septic system components and access to the well are maintained. The following are the minimum distances required:

Building to septic tanks	10 feet
Building to drop boxes	20 feet
Building to septic trenches	20 feet
Septic system to lake	50 feet
Septic system to property line	10 feet

**ARCHITECTURAL DRAWING REQUIREMENTS:**

All architectural plans shall conform to the requirements outlined in the Village Architectural Plan Review Checklist.

**SEPTIC SYSTEM / SITE DEVELOPMENT PLAN REQUIREMENTS:**

All septic plans must be prepared by a Septic Engineer and shall conform to the requirements outlined in the Village “Private Sewage Disposal Ordinance”.

**MISCELLANEOUS INFORMATION:**

1. GRAVEL DRIVEWAY / SEPTIC ROPING INSPECTION: Immediately prior to the start of excavating, the following items must be completed and inspection by the Village Building Department:
  - Septic field protection (4 foot tall, orange, snow fence around the entire septic area)
  - Gravel driveway installed up to garage area (culvert pipe also if no curbs)
  - Sign with lot number and street address (Permit card to be displayed here also)
2. A new plat of survey prepared by a Registered Illinois Land Surveyor must be prepared upon completion of the foundation. The survey must show the exact foundation location with dimensions to all critical point.
3. A \$2,500 performance deposit is required from the General Contractor and \$2,500 from the owner at the time the permit is issued. In the event that damages result from any construction or landscaping work, or if the spotted survey indicates that the project encroaches into a required yard, the deposit will be retained until the problem is resolved to the satisfaction of the Village Building Department.

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. (On residential construction, surcharge shall not be less than \$100 or more than \$5,000.)

**RESIDENTIAL PERMIT FEE ESTIMATION WORKSHEET**

**SQUARE FOOTAGES:**

Main House	_____	x	\$95	=	\$ _____
Garage	_____	x	\$40	=	_____
Unfinished Walkout Basement	_____	x	\$40	=	_____
Finished Walkout Basement	_____	x	\$95	=	_____
Unfinished Bonus Space	_____	x	\$40	=	_____
Finished Bonus Space	_____	x	\$80	=	_____
Screen Porch	_____	x	\$45	=	_____
TOTAL SCALED COST OF CONSTRUCTION				=	\$ _____

**PERMIT FEES: BASIC BUILDING PERMIT FEES FOR HOUSE**

(\$10 per \$1000 of total scaled cost of construction)	=	_____
Architectural Plan Review Fee	\$300	_____
Site/Septic Plan Review Fee	\$200	_____
Certificate of Occupancy Fee	\$100	_____
Well Permit Fee	\$ 50	_____
Septic System Permit Fee	\$200	_____
Driveway Fee (\$ 25 per entrance)		_____
Culvert Inspection Fee (\$ 35 each)		_____
Fireplace Permit Fee (\$ 25 per opening)		_____
Plumbing Inspection Fee	\$150	_____
Electrical Inspection Fee	\$150	_____
Wood Deck Permit Fee (\$ 115)		_____
Other (per ordinance)		_____
TOTAL PERMIT COSTS:	=	\$ _____

**SUB - TOTAL BUILDING PERMIT FEE:** \$ \_\_\_\_\_

**PRE – PAID PLAN REVIEW FEE ADJUSTMENT:** \$ \_\_\_\_\_  
 (Review fee paid at time of permit application)

**ADJUSTED PERMIT FEE:** \$ \_\_\_\_\_  
 (Subtotal: Plan Review fee adjustment)

APPLICATION FEE:

\$
\$ 2,500.00

REFUNDABLE PERFORMANCE DEPOSIT (General Contractor):

REFUNDABLE PERFORMANCE DEPOSIT (Owner):

\$ 2,500.00
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IMPACT FEES: (per Ord. 2004 – 708)

For any lot in a subdivision that had final plat approval prior to 1/1/79 or any lot for which no payments have been made under Title 11, Chpt. 4 of the Village Code, all fees shall be due and payable at the time of building permit issuance. Consult with Village list to determine status of each subdivision. If applicable, the impact fees due at time of building permit issuance are as follows:

	<u>4 Bedrooms</u>	<u>5+ Bedrooms</u>
School:	\$ 8,595.65	\$ 6,592.60
Park:	\$ 4,057.59	\$ 4,064.06
Library:	\$ 329.35	\$ 329.88
Fire:	\$ 221.32	\$ 221.68
Total:	\$ 13,203.91	\$ 11,208.22

School
\$
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Park
\$
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Library
\$
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Fire
\$

Permit fees must be paid with separate checks.  
 Each check must be payable to: **VILLAGE OF SOUTH BARRINGTON.**

**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
- Driveway paving/repaving
- Lawn sprinkler
- Wood deck
- Gazebo
- Swimming pool
- Tennis court

Permit fees for all other types of construction are available upon request.