



DEVELOPMENT SERVICES DEPARTMENT  
14700 RAVINIA AVENUE  
ORLAND PARK, ILLINOIS 60462  
708-403-5300  
FAX 708-403-6215  
[developmentsservices@orlandpark.org](mailto:developmentsservices@orlandpark.org)  
[www.orlandpark.org](http://www.orlandpark.org)

## RESIDENTIAL PERMITS

CODES as of August 2016

2015 International Building Code with [Village Municipal Code, Title 5, Chapter 1](#)

2015 International Residential Code with [Village Municipal Code, Title 5, Chapter 1](#)

2012 International Mechanical Code - with [Village Municipal Code, Title 5, Chapter 6](#)

2014 National Electrical Code with [Village Municipal Code, Title 5, Chapter 3](#)

2014 State of Illinois Plumbing Code with [Village Municipal Code, Title 5, Chapter 4](#)

2015 International Energy Conservation Code (IECC) with [Village Municipal Code, Title 5](#)

Permit Fees – [Village Code, Title 5, Chapter 2](#)

### REQUIREMENTS AT TIME OF APPLICATION

1. Two (2) sets of plans with architect's signature and seal for new residences except for single story additions less than 600 square feet.
2. New Single Family Residential homes and additions must include the following information **on the sealed drawings**:
  - Gross area and Net area (square feet) of the building and subtotals for each floor. Gross areas are measured to the exterior face of finish. (Gross areas include finished and unfinished basements, garages, but not attic spaces or crawl space). Net areas are measured to interior face of walls of all finished and conditioned spaces.
  - Site plan designating zoning district, building setbacks, mean building height from grade plane, and lot coverage calculation
  - Street Address of the Project
  - List of applicable building codes with structural design loads used.
  - Total BTU input for all gas appliances and the size of the incoming service line
  - Light and vent schedule for any spaces that require light and ventilation per code.
  - **See Attached typical Residential Plan Specifications.**
3. Building permit, zoning permit, electrical permit and plumbing permit to be completed as follows:
  - **Building Permit**  
Exact address, lot number and subdivision  
Tax I.D. number and valuation figure  
Complete list of subcontractors and general contractor with names and addresses  
Signature and date
  - **Zoning Permit**  
Name of applicant, address and telephone number  
Owner of property  
Proposed use  
Signature and date
  - **Electrical Permit**  
Job address  
Number of circuits, outlets, etc.  
Electrical contractor's name and address  
Signature and date

- **Plumbing Permit**

Job address

Number of fixtures, etc.

Plumbing contractor's name, address and license number

Signature and date

- **Mechanical Permit**

Job address

Number of furnaces

Number of air conditioners

HVAC contractor's name, address

Signature and date

4. Proposed survey as per instructions below.
5. Approval letter from Homeowner's Association/Developer if required.
6. All contractors must be Licensed & Bonded with the Village of Orland Park before the permit can be released. Contractor licenses are \$300.00 for General Contractors and \$75.00 for Sub-contractors. Surety Bonds are required in the amount of \$20,000 for all sub-contractors. General Contractors must supply us with a \$20,000 Surety Bond. A General Contractor's License is required for **anyone** who is acting as a general contractor.
7. No fees are required at the time of application. Permit fees, including impact fees, will vary depending on the subdivision, square footage of the house, number of bedrooms, etc. After reviewing application and plans, you will be notified when the permit is ready to be issued and what fees are due.

### Surveys

“Proposed” surveys will show (prior to breaking ground):

- Accurate foundation location and footprint
- High/Low foundation elevations and locations, and building corners (U.S.G.S. datum)
- Driveway and service walk, locations and elevations
- Driveway grade (must be less than 10%)
- Top of curb elevations at property lines
- Grading: Ground elevations at all lot corners, summits and drainage swales
- Any adjacent foundation elevations

“As Built” surveys will show (prior to lumber):

- Actual foundation footprint and location
- All foundation steps and brick ledge locations/elevations (U.S.G.S. datum)

“Final Grade Certification” (prior to occupancy):

- Permit applicant shall submit certification stating property as developed conforms to the approved engineering grading plan (and the proposed survey)

All of the above must be prepared by a licensed Professional Engineer or an Illinois Professional Land Surveyor.



# ORLAND PARK

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Job Name: \_\_\_\_\_

Permit # \_\_\_\_\_

Address: \_\_\_\_\_

Permit Type: \_\_\_\_\_

Date: \_\_\_\_\_

## RESIDENTIAL PLAN SPECIFICATIONS

Permit Plan Construction Drawings

\*Village Code (VC) Title 5, Chapter 1 amendments

- \_\_\_\_ 1. **Site Plan(s)** \*(107.2.5): \_\_\_\_ Property lines, dimensions \_\_\_\_ Setbacks for all structures \_\_\_\_ Legal survey \_\_\_\_ Grading elevations proposed plan \_\_\_\_ Lot % coverage (all improvements per LDC Districts)
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- \_\_\_\_ 2. **Plans** - State licensed Architect or Structural Engineer (107.4.3): 600 sq ft or more **or** 2-story (See \*4. E.)  
 \_\_\_\_ List Applicable Codes on plans \_\_\_\_ 2 architectural sets \_\_\_\_ 1/4" per ft. scale \*(107.2.1)
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- \_\_\_\_ 3. **General Plan Topics** \*(107.1): \_\_\_\_ Building Area/Stories \_\_\_\_ Structural \_\_\_\_ Soil Report \_\_\_\_ Electrical (VC, 5-3)  
 \_\_\_\_ Mechanical (VC, 5-6) \_\_\_\_ Plumbing (VC, 5-4) \_\_\_\_ Energy (5-1-13) \_\_\_\_ Anchored brick veneer \*(501.3.1)  
 \_\_\_\_ Building & Wall heights \_\_\_\_ Room Sizes \_\_\_\_ Room finishes \_\_\_\_ Door sizes \_\_\_\_ Room Light/Vent.  
 \_\_\_\_ Address on Plan \_\_\_\_ 4" Address No. on Bld. \_\_\_\_ Safety Glass \_\_\_\_ Insulation \_\_\_\_ Vapor Barriers \_\_\_\_ Exposed surfaces(720.2) & Foam(2603.4)
- 
- \_\_\_\_ 4. **Building Specific Plan Details** \*(107.3)
- \_\_\_\_ A. **Floor Plan:** \_\_\_\_ layout, **Uses for all** rooms & spaces \_\_\_\_ Basement \_\_\_\_\_
  - \_\_\_\_ B. **Exterior** \_\_\_\_ Blg Height/Stories \_\_\_\_ Dimensions, \_\_\_\_ opening sizes, \_\_\_\_ wall/roof finish materials
  - \_\_\_\_ C. **10" Concrete Fnd. Wall\*** \_\_\_\_ Footing size & depth \_\_\_\_ Concrete Floor \_\_\_\_ Drainage \_\_\_\_ Bolts
  - \_\_\_\_ D. **Dimensions:** all construction & spaces \_\_\_\_\_
  - \_\_\_\_ E. **Structural Frame Details** \_\_\_\_ Wall Sections \_\_\_\_ Floors \_\_\_\_ Walls/bracing \_\_\_\_ Ceilings, Roof, \_\_\_\_ Beam Sizing, \_\_\_\_ Joist/rafter sizes, \_\_\_\_ Lumber grading. \_\_\_\_ \*Structural/Calcs-per code official \_\_\_\_ Rafter joist/truss actions \_\_\_\_ Pre-fab Truss Engineering \*(107.3.4 & Chapter 23) \_\_\_\_\_
  - \_\_\_\_ F. **Room Planning** \*(1208) \_\_\_\_ Min. Areas \_\_\_\_ Min. Ceiling Height \_\_\_\_ Min. Widths Dimensions \_\_\_\_ Natural Light 8% min. \_\_\_\_ Natural Ventilation 4% min. \_\_\_\_ 2% light and Vent Basements
  - \_\_\_\_ G. **Materials Details, Specify all:** concrete, masonry, wood, wallboard, floor, ceiling finishes, insulation
  - \_\_\_\_ H. **Egress:** \_\_\_\_ 5.7 sf. Escape Window/Size Bedrooms/Basements (1029) \_\_\_\_ Opening Height Max 44" \_\_\_\_ Door sizes (1008.1.1) \_\_\_\_ 36" Landings, Corridors \_\_\_\_ Space Height/Widths \_\_\_\_ Stairways \_\_\_\_ Treads: max. 7-3/4" Rise & min. 10" Run (1009.7.2) \_\_\_\_ Handrails 34"-38" \_\_\_\_ Ramps \_\_\_\_ 36" Guardrails
  - Other:** \_\_\_\_\_
  - \_\_\_\_ I. **Energy Zone 5A & Table 402.1.1** \_\_\_\_ Glass **.32** & Skylights **.55** U-Factors \_\_\_\_ Ext. Walls **R20 or 13 +5** \_\_\_\_ Ceiling **R-49, R-30-Vault (500 sf max)** \_\_\_\_ Floor **R-30/19** \_\_\_\_ Basement Wall **R-15/19** \_\_\_\_ Slab **R-10-2'** \_\_\_\_ Crawl Walls **R-15/19** \_\_\_\_ Air Barrier. \_\_\_\_ Duct Seals \_\_\_\_ Energy rated Equipment \_\_\_\_ Fireplace Doors & Combustion Air, \_\_\_\_ Air Leakage Test \_\_\_\_ Res-Check for Design \_\_\_\_ **Certificate at electrical panel**, w/ Max 44" R-values, U-factors, heating, cooling \_\_\_\_ water heating equipment. \_\_\_\_ See Village **Energy Review Checklist**. \*(1301.1) \_\_\_\_\_
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- \_\_\_\_ 5. \_\_\_\_ **Electrical** \_\_\_\_ Service Details, \_\_\_\_ Elec. Outlets/Switches Locations \_\_\_\_ Smoke Detectors
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- \_\_\_\_ 6. \_\_\_\_ **Plumbing** \_\_\_\_ fixtures \_\_\_\_ Water Supply \_\_\_\_ Drainage \_\_\_\_ Venting Plan \_\_\_\_ Passive Radon
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- \_\_\_\_ 7. \_\_\_\_ **Mechanical Systems** (VC 5-6) \_\_\_\_ Labeled Equipment/BTU \_\_\_\_ Supply & Return Ductwork \_\_\_\_ Toilet Rm. Vents. \_\_\_\_ Clearances \_\_\_\_ Kitchen Stove Venting. \_\_\_\_ Fireplace \_\_\_\_ Combustion Air
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- \_\_\_\_ 8. **Additions, Remodel/Alt.** Details (107.3): \_\_\_\_ **new** construction details \_\_\_\_ **existing** construction \_\_\_\_ See notes above \_\_\_\_ Other: