



VILLAGE OF BLOOMINGDALE COMMERCIAL PERMIT SUBMITTAL CHECKLIST

Building Department
www.villageofbloomingdale.org
Phone: (630) 671-5660
Fax: (630) 893-1596
buildingandzoning@vil.bloomington.il.us

Village Hall Hours
Monday-Friday
8:30 am – 4:30 pm

"Growth with Pride"

The following information is provided to assist you in obtaining a prompt turnaround for your permit submittal.

REVIEW PROCESS:

1. Complete permit submittal is received (see below for submittal requirements)
2. A set of plans are forwarded to the Bloomingdale Fire Protection District for review. Note that you will receive a separate invoice from FSCI (Fire Safety Consultants) for Fire Dept. review. The review will not begin until the FSCI invoice is paid. Fire alarm and fire sprinkler plan submittals are to be submitted directly to the Bloomingdale Fire Protection District. A set of plans are forwarded to TPI (Total Plumbing) for plumbing review (if applicable).
Note that TPI has 10 business days to review the plans and provide us with plan review.
3. The Village of Bloomingdale building dept. reviews the plans concurrently with FSCI and TPI review.
4. Once building and plumbing reviews are completed, comments/revisions are forwarded by the Village of Bloomingdale to the permit applicant. The Fire Department will forward their plan review directly to you.
5. If revisions are required, the same process will be followed as the original submittal.
6. Plans can be expedited through the Village building department and TPI for a fee of 150% of plan review fee. FSCI will invoice you separately for an expedited review.

SUBMITTAL REQUIREMENTS:

___ Completed building permit application.

___ 6 sets of architectural signed and sealed plans (8 for a new building). Completed plans include:

Footing plans, Foundations plans, Floor plans, Electrical plans and panel schedule with calculated loads. Plumbing plans and riser diagram isometric, Heating and ductwork plans, equipment schedule with flue type/size, Heat loss calculations, actual manual or computer printout, Air conditioning calculations, actual manual or computer printout, Light and ventilation schedule, Heating contractor heating system Affidavit of Compliance, Complete elevation drawings, Section drawings, Detail drawings, Truss drawings/load calculations signed/sealed by an Illinois Licensed Structural Engineer.

Note: Provide copy of COMCheck (2015 version) documentation (www.energycodes.gov).

___ 4 copies of the Plot Plan drawn to scale on the Plat of Survey signed and sealed by an Illinois Registered Surveyor showing the following information:

- A. Required front building line and proposed distance from front property line to the proposed building.
- B. Distance from each side property line to the proposed building.
- C. Distance from the rear property line to the proposed building.
- D. The top of foundation elevation of each existing structure adjacent to and including, the proposed structure or in case of a vacant lot(s), the elevation of the lot(s).
- E. The elevations, at the center line, of the street(s) fronting the lot.

___ **Copy of the approval from the DuPage County Health Department** for restaurants, food service or sales establishments, etc. Please Note: Only Health Dept. approved plans will be reviewed.

___ **Sewer use application** (\$50.00 fee for commercial/industrial use).

___ **Business license application** for all new businesses

___ **Plan review fee** (see attached fee schedule)

While not required for original submittal, the following will be required prior to permit issuance:

1. **A copy of the plan approval from the Fire Department.**
 2. **General contr.** \$10,000 surety bond
 3. **Plumber** 055 license and letter of intent that is notarized or sealed
 4. **Electrician** License and certificate of insurance with the Village of Bloomingdale named as cert. holder
 5. **Mechanical** License and certificate of insurance with the Village of Bloomingdale named as cert. holder
 6. **Roofer** License and certificate of insurance with the Village of Bloomingdale named as cert. holder
- Permits are valid for 12 months, if construction has commenced and 6 months, if work has not been started. You may be subject to additional permit fees after expiration date to extend a permit per Ordinance 2009-42.

CALL JULIE 811 (or 1-800-892-0123)48 HOURS BEFORE YOU DIG

Please see attached for current building codes and fee schedule

VILLAGE OF BLOOMINGDALE



Franco A. Coladipietro
Village President

Jane E. Michelotti
Village Clerk

BUILDING CODES

INTERNATIONAL BUILDING CODE (2018 EDITION); as amended and adopted by Village of Bloomingdale Ordinance No. 2020-04.

INTERNATIONAL RESIDENTIAL CODE (2018 EDITION); as amended and adopted by Village of Bloomingdale Ordinance No. 2020-04.

INTERNATIONAL MECHANICAL CODE (2018 EDITION); as amended and adopted by Village of Bloomingdale Ordinance No. 2020-04.

NATIONAL ELECTRIC CODE (2017 EDITION); as amended and adopted by Village of Bloomingdale Ordinance No.2020-04.

STATE OF ILLINOIS PLUMBING CODE (2014 EDITION); as adopted by Village of Bloomingdale Ordinance No. 2014-49.

STATE OF ILLINOIS ENERGY CONSERVATION CODE (2018 EDITION of the International Energy Conservation Code as amended and adopted by the State of Illinois Energy Conservation Code 71 Illinois ADM Code 600); as adopted by Village of Bloomingdale Ordinance No. 2020-04.

INTERNATIONAL FUEL GAS CODE (2018 EDITION); as amended and adopted by Village of Bloomingdale Ordinance No. 2020-04.

INTERNATIONAL PROPERTY MAINTENANCE CODE (2018 EDITION); as amended and adopted by Village of Bloomingdale Ordinance No. 2020-04.

INTERNATIONAL FIRE CODE (2018 EDITION); as amended and adopted by Village of Bloomingdale Ordinance No. 2020-04.

INTERNATIONAL SWIMMING POOL AND SPA CODE (2018 EDITION); as amended and adopted by Village of Bloomingdale Ordinance No. 2020-04.

ILLINOIS ACCESSIBILITY CODE DATED 10/23/2018

FEDERAL REGULATIONS – ADA (AMERICANS WITH DISABILITIES ACT)

Building and Zoning Department / buildingandzoning@vil.bloomington.il.us
201 South Bloomingdale Road / Bloomingdale, IL 60108-1487 / (630) 671-5660 / FAX: (630) 893-1596

**BUILDING & ZONING DIVISION PLAN REVIEW &
INSPECTION PERMIT SCHEDULE OF FEES**

PERMIT/FEE CLASSIFICATION	FEE BASIS	BASE FEE
<u>Plan Review</u>	Residential <u>Base Fee</u> Plus .10 per square foot	\$50.00*
	Multi-Family Residential <u>Base Fee</u> , First unit of each building Each additional unit of each building Plus .10 per square foot per building	\$50.00*
	Commercial <u>Base Fee</u> Plus .004 x construction cost from \$1.00 to \$1,000,000.00. Plus .0005 x construction cost from \$1,000,000.00 and over.	\$150.00*
	Expedited Plan Review Fees	150% of cost of plan review per fee schedule
<u>Building</u>	Residential/ Commercial <u>Base Fee</u> - First \$1,000.00 of construction cost or fraction thereof. Plus \$8.00 for every \$1,000.00 or fraction thereof after the first \$1,000.00 for the first 100,000 sq. ft. of construction, thereafter, \$4.00 per \$1,000.00 or fraction thereof. Includes all miscellaneous residential work	\$50.00*
<u>Electrical</u>	Electrical 100 Ampere Service, <u>Single</u> Phase Each add'l 100 amperes in size	\$50.00 10.00
	100 Ampere Service, <u>Three</u> Phase Each add'l 100 amperes in size	\$50.00 15.00
	Alteration of existing Service	\$50.00
	Circuit Fees	1 - Pole 15A./20A. Circuit \$3.00 2 - Pole Circuit 4.00 3 - Pole Circuit 5.00
	Motor Fees - Per Horsepower	\$1.00
	Transformer Fees - Per KVA	1.00
	Outdoor Lighting Standard Fee - Per Fixture	10.00
	All work not covered in the Fee Schedule shall be Per required inspection	\$50.00
<u>Mechanical/HVAC</u>	Residential/ Commercial <u>Base Fee</u> Plus \$10.00 Per 1,000 square feet of floor area or portion thereof	\$50.00*
<u>Fire Protection System</u>	Residential/ Commercial <u>Base Fee</u> Plus \$2.00 Per 1,000 square feet of floor area or portion thereof	\$50.00*

*SEE ADDITIONAL APPLICABLE FEES

**BUILDING & ZONING DIVISION PLAN REVIEW &
INSPECTION PERMIT SCHEDULE OF FEES**

PERMIT/FEE CLASSIFICATION	FEE BASIS	BASE FEE	
<u>Plumbing</u>	<u>Plan Review</u> Residential	<u>Base Fee</u> Plus \$10.00 for each fixture or rough opening	\$50.00*
	Commercial	<u>Base Fee</u> Plus \$10.00 for each fixture or rough opening	\$75.00*
	<u>Inspection</u> Residential	<u>Base Fee</u> Plus \$10.00 for each fixture or rough opening	\$50.00*
	Commercial	<u>Base Fee</u> Plus \$10.00 for each fixture or rough opening	\$75.00*
	All work not covered in the Fee Schedule, reinspections or extra inspections shall be charged per required inspection Residential water heater inspections		\$50.00
	Final Inspection/ Certificate of <u>Occupancy</u>	Residential	Final Inspection/Occupancy New Construction/Remodeling
Commercial		Final Inspection/Occupancy	\$75.00
Residential/ Commercial		Temporary Occupancy - ALL USES	\$75.00
Elevator Escalator Dumbwaiter Manlift/Handicap Lift/Moving Walk Semi-Annual/ <u>Annual</u> <u>Inspections</u>	Residential/ Commercial	Per Unit	\$200.00
	Semi-Annual	Inspection Fee Per Unit for Elevators, Escalators, Manlifts and Moving Walks	\$75.00
	Annual	Inspection Fee Per Unit for Handicap Lifts Reinspection Fees	\$75.00 \$100.00
Flammable Liquid Storage Tanks and Flammable Liquid <u>Dispensing</u> <u>Devices</u>	Storage Tanks	<u>Base Fee</u> Plus \$10.00 for each 2,000 gallons or portion thereof storage capacity	\$50.00*
	Dispensing Devices	<u>Base Fee</u> Plus \$5.00 for each hose	\$50.00*

* SEE ADDITIONAL APPLICABLE FEES

**BUILDING & ZONING DIVISION PLAN REVIEW &
INSPECTION PERMIT SCHEDULE OF FEES**

PERMIT/FEE CLASSIFICATION		FEE BASIS	BASE FEE
<u>Miscellaneous</u>	Demolition	<u>Base Fee</u> Plus \$5.00 Per 1,000 square feet	\$100.00*
	Construction Trailer	<u>Base Fee</u>	\$50.00

*SEE ADDITIONAL APPLICABLE FEES

SCHEDULE OF FEES - ENGINEERING PROVISIONS

Stormwater Certification Application	\$75
General Certification Application	\$50
Letter of Permission	\$25
Ditch Fill Review	\$25.00 per site
Plan Review for Connection to storm sewer	\$10 per connection
Engineering Plan Review fee	
Single Family	\$350.00 per site
Multi-Family	\$200.00 per unit
commercial	\$350.00 per acre
Stormwater Management Review Site Runoff Conveyance, Storage Floodplain, Wetland or Buffers	\$650 per ac-ft, \$250 min direct costs + 10%
Underground Utility Service permit	
Water Connection	\$50.00 ea
Sewer Connection	\$50.00 ea
Soil Erosion and Sediment Control	\$50.00 per site
if part of GC	\$25.00 per site
Best Management Practice for Water Quality	\$250.00 per site
if part of GC	\$25.00 per site
Plan and Specification Review Fee	\$100 + 1%
Ditch Fill Inspection	\$25.00 per site
Inspection for Connection to storm sewer	\$40.00 per connection
Landscape Inspection	\$100 + 1.5%
Public Improvement Inspection fee	\$150 + 1.5 %

****24-HOUR NOTICE REQUIRED FOR ALL INSPECTIONS****

THE APPLICANT OF THIS PERMIT AGREES TO PAY ALL PLAN REVIEW FEES WHETHER THEY RECEIVE A PERMIT OR NOT.



Village of Bloomingdale

201 S. Bloomingdale Rd.
Bloomingdale, IL 60108-1487
www.villageofbloomingdale.org

Village Hall Hours: Monday thru Friday 8:30AM – 4:30PM

Application For Permit

Growth with Pride

Building & Zoning Department
buildingandzoning@vil.bloomingtondale.il.us
phone: (630) 671-5660
fax: (630) 893-1596

PERMIT NUMBER
PROPERTY ID NUMBER
ZONING DISTRICT
INSPECTOR

IF NEW BUILDING CONSTRUCTION, IT WILL BE UNLAWFUL TO OCCUPY THE PREMISES STATED BELOW UNTIL FINAL INSPECTION HAS BEEN PERFORMED, APPROVED AND CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED.

ADDRESS OF PROPERTY: _____ DATE: _____

APPLICANT NAME: _____ APP. PHONE: _____

OWNER NAME (IF DIFFERENT FROM ABOVE): _____ OWNER PHONE: _____

OWNER ADDRESS (IF DIFFERENT THAN ABOVE): _____

PHONE # TO CONTACT WHEN PERMIT READY: _____

CONTACT EMAIL: _____

TYPE OF PERMIT: _____ CONSTRUCTION COST: \$ _____

RESIDENTIAL BUSINESS INDUSTRIAL/MANUFACTURING; BUILDING OR STRUCTURE SQUARE FEET: _____

CONTRACTOR NAME: _____ ADDRESS: _____ PHONE: _____

ARCHITECT: _____

GEN'L CONTR: _____

CONCRETE CONTR: _____

CARPENTER: _____

MASON: _____

PLUMBER: _____

ROOFER: _____

ELEC. CONTR: _____

MECH./ELEV. CONTR: _____

FIRE PROT. CONT: _____

The undersigned hereby applies to the Village of Bloomingdale, Illinois for a permit herein described and if granted, the applicant shall comply with all requirements of the Village Ordinances relating thereto and pay the fees required including any past due monies due to the Village, including, but not limited to any water and sewer rate charges associated with the above Address of Property. Permits are valid for 12 months, if construction has commenced and 6 months, if work has not been started. You may be subject to additional permit fees after expiration date to extend a permit. No error or omission in either the plans or application, whether or not the plans or application have been approved by the Building Official, shall permit or relieve the applicant from constructing the work in any other manner than that provided for in the Ordinances of this Village relating thereto. **ANY BOND MONIES NOT RETURNABLE OR NOT REQUESTED FOR RETURN WITHIN ONE YEAR OF FINAL INSPECTION APPROVAL OR CERTIFICATE OF OCCUPANCY ISSUANCE WILL BE FORFEITED TO THE VILLAGE OF BLOOMINGDALE**

SIGNATURE OF AGENT OR OWNER

PERMIT ISSUED BY _____
BUILDING COMMISSIONER

PRINT NAME

DATE PERMIT ISSUED: _____

PERMIT FEES: \$ _____ PAID

PLAN REVIEW FEES: \$ _____ PAID

RECEIPT NO.: _____ ****24-HOUR NOTICE REQUIRED FOR ALL INSPECTIONS****
THE APPLICANT AGREES TO PAY ALL PLAN REVIEW FEES UPON PERMIT SUBMITTAL. FEES PAID ARE NON-REFUNDABLE.