



# ONE AND TWO-FAMILY BUILDING PERMIT APPLICATION

Permit No.: \_\_\_\_\_

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

Jobsite Address (9-1-1 approved) \_\_\_\_\_

Subdivision Name \_\_\_\_\_ Lot Number \_\_\_\_\_

### PART 1 – OWNER INFORMATION

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

### PART 2 – APPLICANT/CONTRACTOR INFORMATION

Name \_\_\_\_\_ Business Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone# \_\_\_\_\_ Email \_\_\_\_\_

### PART 3 – CONTRACTOR INFORMATION

Sub-Contractors	Name	Phone/Cell No.	License No.
Concrete Foundation			N/A
Concrete Flatwork			N/A
Drywall/Plaster			N/A
Excavation			N/A
Electrical			N/A
Framing			N/A
HVAC			N/A
Insulation			N/A
Plumbing			055-
Roofing			

### PART 4 – CONSTRUCTION INFORMATION

**Improvement Type:**

- New Construction   
  Addition   
  Remodel   
  Repair/Replace   
  Garage

**Type and Size of Home:** (Check all that apply)

- Single-family                       Two-family                       Multi-family ( \_\_\_\_\_ units)  
 Lookout Basement                       Walkout Basement

Type	Main Floor Living Area Sq. Ft./Unit	Upper Floor Living Area Sq. Ft./Unit	Lower Floor Living Area Sq. Ft./Unit	Total Living Area Sq. Ft.	Finished Basement Sq. Ft./Unit	Unfinished Basement Sq. Ft./Unit	Garage Sq. Ft./Unit
Ranch		N/A	N/A				
Raised Ranch or Split Foyer	N/A				N/A	N/A	
Two Story	N/A						

**Structural Frame:** (Check all that apply)

- Concrete       Masonry       Steel       Wood       Other: \_\_\_\_\_

**Exterior Walls:** (Check all that apply)

- Concrete       Masonry       Steel       Wood       Other: \_\_\_\_\_

**Structural:** Are any **structural assemblies** fabricated off-site?

- Floor       Roof       Walls       Other: \_\_\_\_\_

Street Frontage in feet:	Bedrooms, # of:
Front Setback (prop. line) in feet:	Bathrooms, # of:
Rear Setback (prop. line) in feet:	Egress Windows, # of:
Left Setback in feet:	Basement Egress Windows, # of:
Right Setback in feet:	Fireplaces, # of:
Building Height in feet:	Deck Area (sq. ft.):
Stories:	Deck Height in feet:
Footprint of Structure (sq. ft.):	Est. Start Date:
Lot Area (sq. ft.):	Est. Finish Date:

\* Must have minimum of 1,200 sq. ft. of living area for single-family; 900 sq. ft. (each unit) for two-family.

**Electrical:**

Total Amps: \_\_\_\_\_      # of Arc-fault Circuits: \_\_\_\_\_      # of GFCI Circuits: \_\_\_\_\_  
 # of Small Appliance Circuits: \_\_\_\_\_      # of Major Appliance (Dedicated) Circuits: \_\_\_\_\_



### **PLOT PLAN ~ RESIDENTIAL**

Show below:

1. All lot dimensions, corner property pins, setbacks from all property lines (not from back of curb), structures, and decks. Please verify setback requirements with inspector.
2. Location of driveway, water and sewer lines, manholes, water valves, fire hydrants, drainage easements and concrete swales.
3. How water will drain from the property using arrows.

**NOTE:** All property pins must be exposed and string lines put up before any inspections will be made.

## SPECIFICATION SHEET

Fill in the missing information or write "OK" on each line and sign at the bottom.

Roof covering  
 Minimum 20 year, 3 tab shingles, 15 lb felt

Roof Sheathing (1/2" minimum or equal)  
 Ply-clips shall be used - as required for spacing

Roof Trusses \_\_\_\_\_ centers  
 If manufactured, roof framing plan required

Number of Roof Vents \_\_\_\_\_  
 Not less than 1 to 150 ratio

Double Top Plate (Typ.)

Interior Wall/Ceiling Finish (Minimum 1/2" sheetrock  
 Fire separation required between house and garage)

Wall Studs \_\_\_\_\_ centers

Interior Sheathing (Minimum 7/16" plywood or equal)

Exterior Wall Finish  
 All plumbing materials to comply with the latest adopted  
 edition of the Illinois State Plumbing Code  
 Service line from meter pit to main shutoff in building shall  
 be min. 200 psi. rated approved potable water pipe.

Subfloor (3/4" tongue and groove minimum)

Band Board

Floor Joist (Manufactured joists require floor framing plan)  
 Type used: \_\_\_\_\_  
 Size: \_\_\_\_\_  
 Longest Span: \_\_\_\_\_  
 Spacing: \_\_\_\_\_

Support Beam (not shown)  
 Type and Size used: \_\_\_\_\_  
 Longest Span: \_\_\_\_\_

Termite Shield (Metallic)

Anchor Bolts 1/2"Ø (spa. 1'-0" from corners min. 6'-0" centers)  
 Provide anchor bolts on both sides of door openings

Exterior Grade 32" Min. above top of  
 footing and sloped to drain

Foundation:  
 Minimum thickness: \_\_\_\_\_  
 Frame - 8"  
 Brick/veneer - 9"  
 Foundation Height \_\_\_\_\_

Vertical Reinforcement \_\_\_\_\_  
 according to the most recent adopted code

Waterproofing/Damp Proofing:  
 Four inch plastic drain tile inside and outside foundation  
 walls covered with rock and building paper.  
 Properly installed form-a-drain acceptable.

Footing: 32" Minimum cover to top of footing  
 minimum 8" Deep. Twice the width of the  
 foundation wall.  
 2 -#4 Bars (1/2") continuous

Provide crushed aggregate as follows:  
 2" bottom and sides

Two #4 rebar upper 12"

Signature of Contractor/Owner \_\_\_\_\_

4" min. floor thickness w/  
 approved vapor barrier

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**CERTIFICATION OF AWARENESS**  
**OF THE ILLINOIS ENERGY CONSERVATION CODE**

**Note:** *This form must be filled out completely, **signed before a Notary Public**, and submitted to the Building & Zoning Department for approval before permit will be issued.*

Construction site address: \_\_\_\_\_

I certify that I am aware of the building requirements of the Illinois Energy Conservation Code and will have on record for the above address required documentation and testing reports in the following areas: Insulation ratings, glass and door U-factor ratings, heating and cooling equipment efficiency, building air leakage testing, duct tightness testing, REScheck/ REMrate/COMcheck results.

**Sign in person before a Notary Public:**

\_\_\_\_\_  
Signature of Contractor Date

\_\_\_\_\_  
Name of Company (if applicable)

\_\_\_\_\_  
Mailing Address of Individual/Company Phone Number

\* \* \* \* \*

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

Notary Seal

**CERTIFICATION OF PLUMBING INSTALLATION**

**Note:** *This form must be filled out completely, **signed before a Notary Public**, and submitted to the Building & Zoning Department for approval before permit will be issued.*

I certify that the plumbing installation located at \_\_\_\_\_, conforms to the requirements of the State of Illinois Plumbing Code as defined in 77 Illinois Administrative Code, Part 890 of the latest edition of the State of Illinois Plumbing Code.

**Sign in person before a Notary Public:**

\_\_\_\_\_  
Signature of Certified Plumber Date

\_\_\_\_\_  
Name of Company (if applicable)

\_\_\_\_\_  
Address of Individual/Company Phone Number

055- 058-  
Illinois Plumbing Contractor's License Illinois Plumbing License

\* \* \* \* \*

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

Notary Seal

## **REQUIRED INSPECTIONS**

**Footing Inspection** – This first inspection is made after all footing and frost walls are dug. Rock must be in place around the outside of the footing along with its drain system. Frost walls should wrap around the corners at least two feet. All footings and frost walls should be crumbed out and have no water or slop. All property pins must be exposed with string lines down the sides and reinforcing must either be in place or on-site.

**Pre-Pour Foundation Inspection** – Closer attention is given to the setback requirements on all sides. Again, all property pins must be exposed and string lines in place. Wall thickness and reinforcing are checked along with dowel pins and cleanliness of the footings for the walls. Foundations that stair-step down to a footing below (such as from a house to a garage), are checked closely for adequate support on footings. A 12-inch bridge is only permitted in that area with rebar installed properly. This usually is the time for thickened slab and beam post pad inspections. Note that any ‘bearing’ basement wall must have a thickened slab underneath for proper support.

**Post-Pour Foundation Inspection** – This inspection is made after foundation walls are poured and the damp-proofing is completed. Masonry walls shall have cement parging applied to the exterior of the foundation walls. All concrete or masonry foundation walls shall have an approved drainage system in place and anchor bolts properly spaced along the top of the foundation.

**Rough-In Inspection** – All roughs (electrical, mechanical, plumbing) must be completed before this inspection is scheduled. Special attention is given to the condition of roof and floor trusses after all subcontractors are finished. Inspections are also made on all headers, girders, beams, sheathing, and stairways along with clearances for fireplace chimneys and exhaust pipes. Arc-fault protection is required in all bedrooms. If the home is to include a deck, the piers and platform must also be inspected at this time. All decks are to be built self-standing and meet the specifications required by the City of Troy.

**Electric Service Inspection** – A 200 amp minimum service is required for all new construction with a means for service disconnection installed at a readily accessible location either outside of the building or inside the nearest point of entrance of service conductors.

**Drywall Inspection** – This is done when all drywall is hung but before it’s plastered or mudded and taped. All drywall must be the proper thickness where required and nailed or screwed off according to the fastener schedule.

**Final Inspection** – Before the home is occupied, all construction and rough grades must be completed. This includes removal of all construction trash on the job site and adjacent lots. All mechanical, electrical and plumbing components and fixtures must also be completed.

### **OTHER INSPECTIONS AND REQUIREMENTS –**

- \* The City inspects all sewer taps checking for uniform support, rock, pipe size and type and location in relation to driveways and water lines.
- \* Erosion control or silt fence must be in place. The inspection will not be made if erosion control is not in place; a failed inspection will be noted on the permit files.
- \* Temporary rock driveways are also required until concrete is poured.
- \* Each jobsite shall maintain a construction dumpster of adequate size. If adjacent, up to three jobsites may share one dumpster of adequate size.
- \* The portion of a driveway through which the city sidewalk passes shall have a maximum slope of one inch.
- \* Roof and floor truss plans must be on every job site during the rough wire and framing inspection.

**\*\* ALL inspections require 24-hour notice; however, every effort will be made to conduct inspections called in BEFORE 8:30 a.m. Inspections will only be made between 8:00 a.m. and 1:30 p.m.**