

Commercial Building Permit Requirements

Minimum Code Requirements:

- Compliance with the latest adopted edition of the National Electrical Code Standard NFPA #70.
- Compliance with the latest adopted edition of 2012 International Building Code.
- State of Illinois law requires compliance with the latest adopted edition of the Illinois Plumbing Code.

The following items must be submitted before a building permit is issued:

1. Two sets of building plans, signed and sealed by an Illinois licensed architect that include:
 - a. Site plan including drainage and storm water detention, elevations, setbacks from building to property lines, utilities entering building and underground, site details, storm flow, etc.
 - b. Drainage calculations
 - c. Parking plan showing required handicap spaces, ramps, signage, sidewalks, parking blocks, landscaping, dimensions, trash receptacle enclosure, etc.
 - d. Exterior elevation plan showing all exterior building materials to be used
 - e. Foundation/footing plan notes and details. Boring/soil compaction tests may be required by the City of Troy
 - f. Floor plan details and notes
 - g. Structural drawings, details and notes, wall sections
 - h. Electric/lighting plan, details and notes
 - i. Ceiling plan
 - j. Mechanical plan, details and notes
 - k. Plumbing plan
 - l. Roof plan, details and notes
 - m. Door, window and finish schedule
 - n. Project Specification Manual - one copy
2. Commercial building permit application completed by architect
3. Any access permits from IDOT, if required
4. Drainage plan and calculations approved by IDOT if property drains to any IDOT right-of-way

NOTE: Please allow 7-14 working days for review of building, drainage plan and calculations before permit will be approved and issued.