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VILLAGE OF HANOVER PARK FIRE DEPARTMENT

## Residential Remodeling and Addition

### Permit Application Requirements

Complete permit application, online or in-person .

Submit a signed agreement or estimate detailing the scope of work and list of all materials that will be used for the work. If owner is doing the work, they shall provide a detailed work summary, and sign/ complete an owner Affidavit.

For additions, provide a non-reduced Plat of Survey showing the location of the proposed addition drawn to scale. A proposed addition must comply with front, side and rear yard lot coverage and building height requirements for the zoning in which the structure is located. If a residence has legal non-conforming side, corner side or rear yard, an addition can be added extending the building vertically or horizontally along one yard line.

For all remodeling and addition work, submit detailed plans showing all architectural, electrical, plumbing and heating details and specifications for the proposed addition as well as any grading, utility or site improvements necessary. Plans for an addition must be sealed by an Architect or Structural Engineer registered in the State of Illinois.

At minimum, the drawings shall include:

- Floor Plans to scale showing existing/demo and proposed layout. Provide a description of the flooring material, location of proposed and existing walls, windows, columns, stairs, furnace, appliances, outlets, and plumbing fixtures.
- Reflected Ceiling Plan - The reflected ceiling plan is to be drawn to scale showing a description of the ceiling system, proposed and existing light fixtures, switches, proposed and existing switches, proposed and existing air supply grills and smoke alarm.
- Elevations and Sections - to be drawn to scale showing and describing the typical wall construction, insulation, typical ceiling construction, finished ceiling heights, heights below existing and proposed duct work and soffits.
- Foundation and footing detail for in respect to existing foundation, detailing type of foundation, depth, width and any anchoring or underpinning.
- Show and indicate all structural members, detailing size and on center location.
- Projects that will involve a plumbing system change such as the addition to, or extension of any piping, will require a plumbing diagram/isometric showing type and piping material, and the points of connection to the existing plumbing. The plumbing isometrics are to be done by a licensed plumber, architect or engineer in accordance with Section 3 (225 ILCS 3201) Illinois Plumbing License Law. License/registration number is to be noted on these submittals. Provide a water supply fixture calculation based on tables M and N in the plumbing code and confirm that the water service and meter size comply with code.

As part of the electrical work show the following: location and size of electrical service, provide load calculation, panel schedule.

All contractors must be registered and bonded with the Village of Hanover Park. If you have any questions please call 630-823-5860. Plumbers must provide a copy of their 055 and 058 State of Illinois Plumbing license and a Letter of Intent with all plumbing permit applications. Roofer shall comply with all State requirements and provide a copy of their state issued license.

## Construction Requirements

The ceiling height in basements without habitable spaces may not be less than 6 feet 8 inches clear except for under beams, girders, ducts or other obstructions where the clear heights shall be 6 feet 4 inches.

Every sleeping room shall have at least one openable window or exterior door approved for emergency egress or rescue. The units must be operable from the inside to a full clear opening without the use of a key or tool. Where windows are provided as a means of egress or rescue, they shall have a sill height of not more than 44 inches above the floor.

All egress or rescue windows from sleeping rooms must have a net clear opening of 5.7 square feet. Window wells shall measure 36" x 36" and have a ladder when required.

Enclosed accessible space under all stairs shall have the walls and ceilings protected on the closet side with a minimum of 5/8" gypsum board.

The minimum headroom in all parts of the stairway shall not be less than 6 feet 8 inches measured vertically from the sloped plane adjoining the tread nosing or from the floor surface of the landing or platform.

Handrails shall have a minimum height of 34 inches and a maximum height of 38 inches measured vertically from the nosing of the treads and shall be provided on at least one side of stairways of three or more risers. All required handrails shall be continuous the full length of the stairs. Ends shall be returned or shall terminate in newel posts or safety terminals. Handrails adjacent to a wall shall have a space of not less than 1½ inches between the wall and the handrail.

Handrails shall have either a circular cross section with a diameter of 1¼ inches to 2 inches or a noncircular cross section with a perimeter dimension of at least 4 inches but not more than 6¼ inches and a largest cross section dimension not exceeding 2¼ inches.

Smoke detectors shall be installed on each additional story of the dwelling, including basements and cellars. A carbon monoxide detector shall be installed on each level. All units shall be 120-volt, battery backup and interconnected. Refer to the code for requirements.

Wall and ceiling finishes shall have a flame-spread classification that complies with the code.

Framed walls and floors not ventilated to allow moisture to escape must have an approved vapor retarder having a maximum perm rating of 1.0.

All sills or plates which rest on concrete or masonry exterior walls shall be pressure treated. Steel framing shall not be less than 1½ inches wide in the least dimension. Light-gage non-load-bearing steel framing shall comply with ASTM c 645.

Dryer vent systems shall be independent of all other systems. Exhaust vents shall be equipped with a backdraft damper.

Vent piping shall be aluminum or galvanized steel, assembled without screws penetrating the pipe, or with 3 screws per joint that do not penetrate more than 1/8" and each joint shall be sealed with approved metallic tape.

The maximum length of 4 inch diameter exhaust vent shall not exceed 35 feet from the dryer transition duct to wall or roof termination or as otherwise required by the manufacturer.

Rigid pipe must be supported within 36" of box and every ten feet thereafter.

Flexible conduits must be supported within 12" of box and every 4 ½ feet thereafter.

All electrical boxes are to be sized per the currently adopted IRC.

Receptacle placements shall conform with 12" and 24" rule at countertop areas and 6' - 12' rule for location on walls.

Provide sump and ejector receptacles, as applicable.

Lock nuts and bushings of correct type and properly installed (lock nuts both sides of meter socket).

Wire size correct. (Minimum #3 on 100 amp, #1/0 on 150 amp, #3/0 on 200 amp.)

Neutral shall be identified with white or gray marking.

Ground rod shall be in place. (Minimum 5/8" x 8 feet), driven to a point at or below grade. Only acorn clamp is acceptable below grade. If #8 is used for ground, it shall be protected. (Green field is acceptable for this protection.)

All conduits shall be installed in line with the layout of the building.

All flexible whips that exceed 20 amps of power shall have a grounding conductor.

GFCI protected receptacle shall be in place.

## Inspections

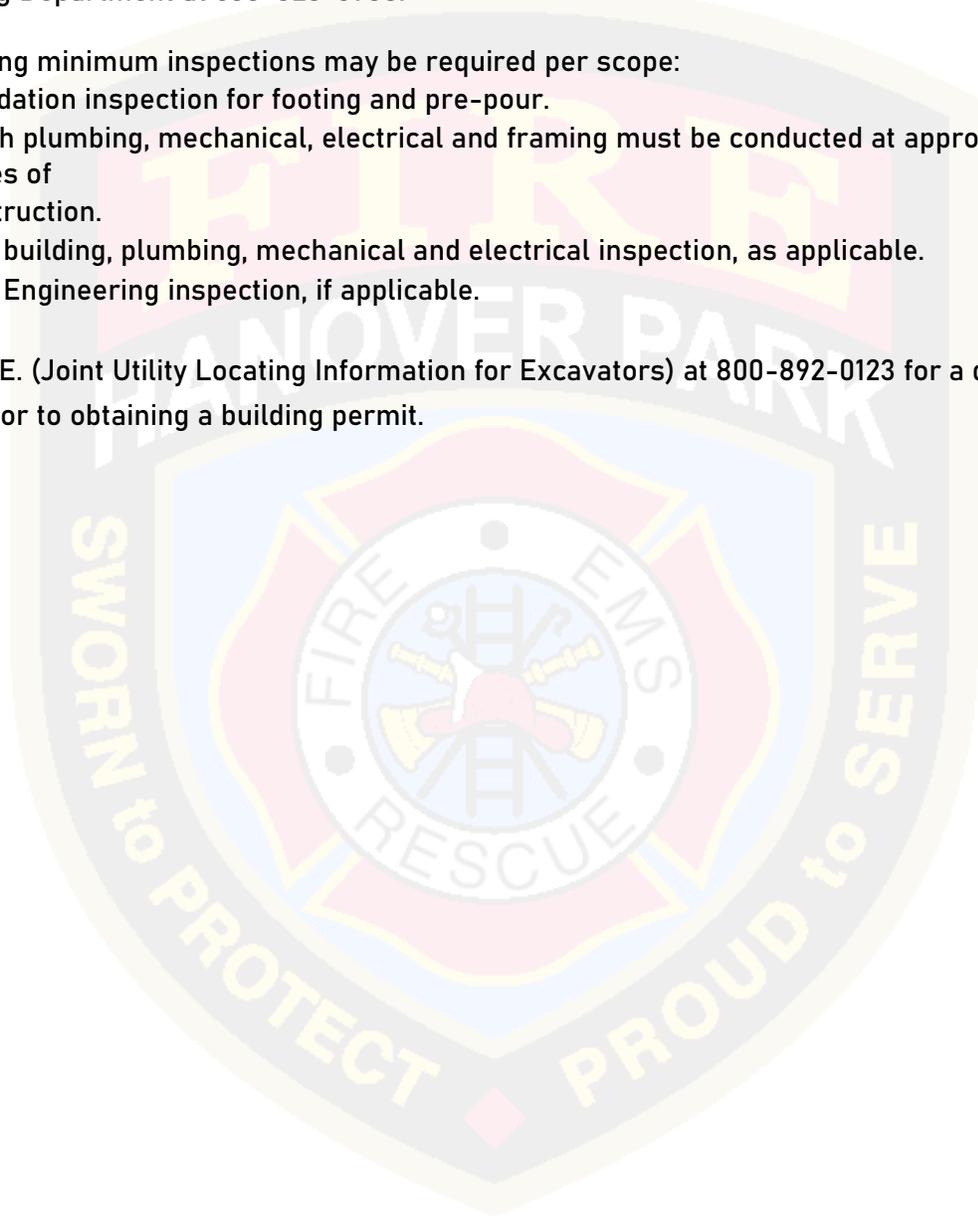
A minimum of 24-hour notice is required for inspections. To schedule an inspection, or if you have any questions, please contact Inspectional Services Division at 630-823-5860.

Any excavated dirt shall be hauled of site to a legal dumping area. Village regulations prohibit the filling of drainage swales. If you have any questions on where to place the dirt, contact the Engineering Department at 630-823-5700.

The following minimum inspections may be required per scope:

- Foundation inspection for footing and pre-pour.
- Rough plumbing, mechanical, electrical and framing must be conducted at appropriate stages of construction.
- Final building, plumbing, mechanical and electrical inspection, as applicable.
- Final Engineering inspection, if applicable.

Call J.U.L.I.E. (Joint Utility Locating Information for Excavators) at 800-892-0123 for a dig number prior to obtaining a building permit.





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