

## **ARTICLE 4 – BUILDING AND OCCUPANCY PERMITS**

### **Section 1.0 – Prerequisites for Issuance of Building Permits**

- A. No building permit shall be issued for the construction of any building, structure or improvement on any parcel if the parcel is not a properly created lot of record, nor until a final plat of subdivision and/or site plan, consistent with the development standards of this Ordinance, has been approved and recorded in the office of the Recorder of Deeds of Will County.
- B. No construction of any building can occur until a suitable paved access road which is sufficient to support fire department vehicles and other public safety vehicles is installed, and the Illinois Environmental Protection Agency has issued an operating permit for the water and sanitary sewer systems serving the subdivision.

### **Section 2.0 – Issuance of Occupancy Permits**

No structure or building shall be occupied until an occupancy permit has been issued. No occupancy permit shall be issued until all public improvements intended to serve said structure or building are installed to the satisfaction of the Village and the applicant has otherwise achieved compliance with all applicable laws and ordinances.

- A. In all cases the applicant shall satisfy the following prerequisites:
  - 1. Install required sanitary sewer and utilities to serve the building or structure.
  - 2. Sidewalks, trees, and sod or seeding are completed
  - 3. Lots in a subdivision have been graded
  - 4. Stormwater runoff has been provided in accordance with the Village's Stormwater and Detention Ordinance and approved plat
  - 5. Roadways and/or fire lanes providing access to the lot and subdivision have been proof rolled and paved with the binder course of asphalt, as set out herein
  - 6. All requirements and conditions of the site plan have been implemented and all improvements completed in accordance with approved plans.
- B. No certificate of occupancy shall be issued for any structure or building unless the Village and/or Village Engineer certify that the public and private improvements required by this Ordinance for the parcel have been installed in conformity with approved plans and specifications and local ordinances. In the event that weather conditions prevent completion of all improvements and at the discretion and approval of the Village Administrator or his or her designee, a cash escrow payment, or letter of credit, equal to one hundred twenty five (125) percent of the amount of all incomplete improvements shall be filed with the Village to ensure that improvements will be completed within thirty (30) days of the onset of the next building season. The establishment of a cash escrow or letter of credit shall allow for the issuance of a temporary certificate of occupancy.

C. Prior to issuance of a certificate of occupancy for any building two (2) copies of the plat of survey shall be submitted to the Village Administrator showing the information as listed in this paragraph. The plats should be 11-inch x 17-inch in size and are to be reviewed and approved by the Village Engineer. In the event that the final grading of the lot differs from the approved plans, a statement must be made as to the nature of the change. The Village Engineer may approve minor changes, provided that the changes do not adversely affect the drainage on the land in question or other land.

1. Legal Description
2. Builder's name, unit number, lot number, and street address
3. Existing top of foundation elevation (builder shall determine top of foundation elevation immediately after installation and submit to Village Engineer for verification)
4. Existing garage floor elevation at front of home
5. Existing driveway slope measured along the center line of the driveway in percentage to house side edge of sidewalk, or to curb flowline if there is no sidewalk
6. Existing lot corner elevations and drainage arrows
7. Existing finished grade elevation at the four (4) corners of the home
8. Existing elevation of all drainage break points within the lot
9. Existing location and elevation of utility structures on the lot
10. Location of measurements of any additional accessory or detached building
11. All concrete, masonry or brick flatwork
12. Top of foundation elevations on adjacent properties
13. Side and rear yard grades ten (10) feet into each property at a minimum of three locations
14. Building Setback Lines and Easements
15. Stamp and signature of a registered land surveyor or a registered professional engineer, including the following statement: "The final grading of the lot has been completed and fully complies with the approved engineering plans for the lot."