



KITCHEN REMODEL

This information is designed to assist an applicant in applying for a permit for a kitchen remodel. This handout is not all inclusive. It identifies items we find are most often missing in permit submittals. Special circumstances or unique designs may require Village Staff to request additional information or details.

Permit Requirements

- Completed permit application including the estimated cost of construction and all contractors and their contact information. All contractors/subcontractors must have a copy of their license, surety bond and liability insurance on file for each job done in the Village of Lakemoor.
- **Two (2) sets of plans drawn to scale**, which will include the construction guidelines listed below if applicable.
- Once submitted, Village staff reviews all documents for compliance with Village Code. You will be contacted when the permit is ready for pickup.

Construction Guidelines

- Drawings must include the following:
 - Full floor plan including use of adjacent rooms, drawn to scale.
 - Plans shall include existing and proposed new layouts of the following:
 - Cabinet and appliance layout
 - Framing, Plumbing, Electrical and Mechanical (HVAC)
 - Window and Door locations
 - Indicate location of all existing and new electrical receptacles and switches. All kitchen receptacles shall be 20 amp GFCI protected and located so that at no point along the countertop is more than 24 inches from a receptacle outlet. Any counter top 12”inches or wider requires a outlet.
 - Detailed plumbing drawings/isometrics for all relocated or new plumbing fixtures. Provide the type of materials being used for water, waste and vent piping.
 - Indicate if a garbage disposal and/or a dishwasher are to be installed. Indicate if separate traps are required.
 - If installing a new kitchen island with a sink, provide venting detail.
 - If relocating the gas range, indicate material and size of gas piping.
 - If walls are to be removed, please indicate “load-bearing” vs. “non-load bearing” and how this was determined. If load bearing walls are to be removed, please include structural details/calculations for the proposed changes.
 - Written scope of work and signed contract.

Inspections

- Allow for 24 hours advance notice on all inspections. (Inspections are M-W-F, except holidays).

- Rough plumbing, mechanical, electrical and framing
- Insulation inspection (prior to drywall installation) If required.
- Final plumbing, mechanical, electrical and Building.

If you have questions on your project, you are encouraged to contact the Village of Lakemoor Building Department at (815) 385-1117.