

BUILDING DEPARTMENT OVERVIEW

The Building Department is here to aid you in expediting your project, reviewing your plans, issuing permits, and conducting follow up and final inspections on projects. We also work very closely with the Fire Marshal of the Wauconda, Fox Lake and McHenry Township Fire Departments. A building permit application is the beginning point of your project to be reviewed by the proper departments for approval. Most permits are valid for six months and will need to be renewed if a certificate of occupancy has not been issued. We are always available to answer any questions or concerns you may have during this process.

You must provide a written detailed narrative of the scope of work to be performed.



VILLAGE OF LAKEMOOR BUILDING CODES

[1997 Illinois Accessibility Code](#)

[2006 International Mechanical Code](#)

[2009 International Building Code](#)

[2009 Residential Building Codes](#) *with amendments

[2011 National Electrical Code](#) *with amendments

[2014 Illinois Plumbing Code](#)

[2015 International Energy Conservation Code](#)

BUILDING PERMITS

The Village of Lakemoor requires permits for all commercial and residential building structures, free standing structures (such as; a fence, shed, garage or pool), or major changes to the living area of a home; as defined in the Village code. The permit process ensures that minimum safety standards are met and that construction meets local building and zoning requirements. Make sure that you understand all building codes and local ordinances before proceeding with a major improvement project. Applications may be found [here](#). Please visit the Village Hall or our website for more forms and helpful information.

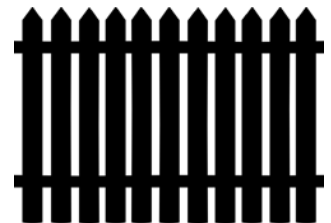
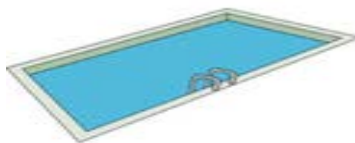
Once the permit is approved, the applicant will be called and told it is ready to be picked up. The permit can be picked up from 8:00 a.m. to 4:30 p.m. at the Village Hall, at that time all permit fees must be paid. The permit expiration will be listed on the permit, which must be displayed during the entire length of the project.

Yes, you need a building permit for the following residential projects (This list is not all-inclusive. Please contact the Building Department with any specific questions).

<ul style="list-style-type: none">● Constructing or replacing a driveway● Building or replacing a fence● Replacing an air conditioning and/or heating unit or water heater● Replacing or adding a sidewalk or patio● Installing a pool or hot tub● Siding● Constructing a garage● Roofing/Re-roof (*dumpster permit separate)	<ul style="list-style-type: none">● Building or replacing a deck or shed● Demolition● Adding a fireplace● Additions● Remodeling basements, kitchen & baths● Replacing an electric stove with a gas model● Adding or altering the electrical system● Windows/Doors
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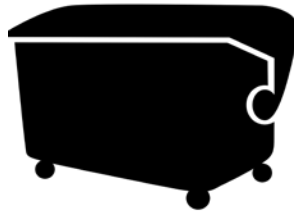
No, you do not usually need a building permit for the following residential projects:

<ul style="list-style-type: none">● Painting exterior or interior walls● Carpet Installation	<ul style="list-style-type: none">● Installing a new floor covering● Replacing a faucet
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DUMPSTER/ROLLOFFS/ STORAGE CONTAINER PERMITS

No dumpster, rolloff container, or temporary storage unit used in conjunction with construction, demolition, renovation, relocation, or related activity, shall be placed upon any property or within the public right of way of the abutting street without a permit, therefor issued by the Village of Lakemoor. Application [Click Here](#).



WORKING ON PROPERTIES IN THE FLOOD PLAIN

A flood plain is a land area that will flood in a storm event that has a 1% chance of occurring in any given year. Flood plains are designated by the Federal Emergency Management Agency (FEMA) and cover parts of the Village of Lakemoor. Much of the Village original subdivision and parts of the Ports of Sullivan Lake. A flood plain is susceptible to be inundated with flood water in the event of a major storm. For a house built in the flood plain, a 100-year storm event potential translates into a 26% chance of flooding occurring over the life of a typical 30-year household mortgage. FEMA commonly refers to the 100-year flood plain as the Special Flood Hazard Area (SFHA).

Within these high risk areas, the National Flood Insurance Program (NFIP) flood plain management regulations must be enforced within the SFHA by the Village, as a condition of participation in the flood insurance program. All home and business owners within an SFHA (with mortgages from federally regulated or insured lenders) are required to buy flood insurance. Homeowners with questions about flood plain locations and insurance can view FEMA's maps directly online at FEMA's Flood Map Service Center (<https://msc.fema.gov/portal>). These maps are meant to be a guide and are a first step towards determining what regulations apply to each development.

The flood plain is composed of a floodway and a flood fringe. The flood way is typically determined to be the channel of a river or stream and the overbank areas adjacent to the channel. The flood fringe is the area to either side of the flood way that is subject to flooding, but conveys little or no flow. For more Information [Click Here](#).

INSPECTIONS

Inspections are required in every phase of construction to ensure proper installation of material as directed on your architectural plans. A list of required inspections is given to the applicant when the permit is issued. Inspections of existing structures are just as important and required. Inspections are required for everyone so structures will be erected correctly and safely. It's the responsibility of the owner/agent to ensure that all inspections are completed, approved and the permit is closed out once the final inspection occurs.

To schedule all required inspections contact the Village Hall at (815) 385-1117 at least 24 hours before an inspection is needed to make an appointment. ***Inspections are only performed Mondays-Wednesdays-Fridays excluding holidays.*** Inspections are performed by a contractor of the Village, B&F Technical Code Services.



PRECAUTIONS

If a contractor is being hired to perform the work on a project, it is advisable that certain precautions are taken prior to signing a contract or work agreement. The precautions listed are recommended and not limited to:

- Check at least three references of the contractor's work, preferably work you can see and verify that the contractor actually performed the work. If possible, request to speak with the owner of the property where the work was performed to ask about the project and their working relationship and experience with the contractor.
- Verify that the contractor has adequate insurance coverage specific to the proposed work to be performed (i.e. but not limited to: Products-Completed Operations, Contractual Liability, Underground Hazard Coverage, Personal Injury, Explosion Hazard Coverage, Collapse Hazard Coverage, Workers Compensation and Employer's Liability, Bodily Injury and Property Damage).
- Verify that the contractor is licensed to perform the proposed work (i.e. roofing, electrical, plumbing, mechanical, alarm installer, etc.).
- Verify who will be responsible for obtaining the required permits.
- Check with the Better Business Bureau (BBB) for any information or history on the contractor. Contact the BBB at 1-312-346-3313.

REQUIREMENTS FOR CONTRACTORS

Plumbing Contractors

- Plumbing contractors must be licensed in accordance with State statutes (55 and 59 license)
- Provide a photocopy of the plumber's photo ID license.

Electrical Contractors

- Electrical contractors must be licensed in a municipality in Illinois and provide evidence that such license is in good standing.

Roofing Contractors

- Roofing contractors must be licensed in the State of Illinois and provide evidence that such license is in good standing.

Fire Alarms/Burglar Alarms

- Copy of license from State of Illinois

All Bonds and Certificates of Liability Insurance must be obtained for each job done in the Village of Lakemoor.

BOND AND INSURANCE INFORMATION

Surety Bond Requirements

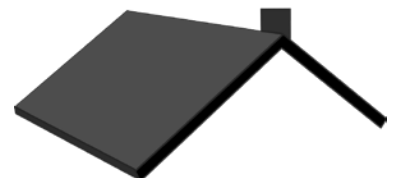
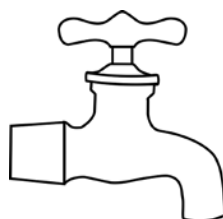
All general and subcontractors are required to file with the Village of Lakemoor, an **ORIGINAL** bond issued by a surety company approved and authorized to issue bonds by the State of Illinois in the principal amount of \$10,000.

The surety bond shall assure that the contractor's work will be completed in accordance with the requirements of the building permit and the Village's code, and the bond must list the Village and third-party beneficiaries as the obliges. Faxed copies are acceptable but the **ORIGINAL MUST BE MAILED** to the Village Hall.

Certificate of Liability Insurance

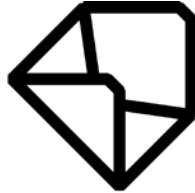
All general and subcontractors are required to have a liability insurance policy naming the Village of Lakemoor as the additional insured, and providing coverage in the amount of:

1. \$1,000,000 for bodily injury or death of each person.
2. \$1,000,000 for property damage resulting from any one accident.
3. \$1,000,000 for all other types of liability.
4. Automobile liability for owned, non-owned and hired vehicles with a combined, single limit of \$1,000,000 for personal injury and property damage for each accident.
5. Workers' compensation with statutory limits.



The insurance policy shall contain the following endorsement:

“It is hereby understood and agreed that this policy may not be canceled nor the intention not to renew be stated until 30 days after receipt by the Village, by registered mail or certified mail, return receipt request, of a written notice addressed to the Village Administrator of such intent to cancel or not to renew.”



Mailing Address

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