

**RESIDENTIAL PACKET**  
**PERMIT APPLICATION**  
**VILLAGE OF DUNLAP**  
**104 N 2ND STREET**  
**DUNLAP, IL 61525**

**Applicable Building Codes:**

2006 International Building Code  
2006 International Residential Code  
2006 International Fuel Gas Code  
2006 International Existing Building Code  
Illinois State Plumbing Code Current Edition  
State Mandated 2012 Illinois Energy Conservation Code

2006 International Fire Code  
2006 International Mechanical Code  
2006 International Electrical Code  
2006 International Plumbing Code  
Illinois Accessibility Code  
2006 International Property Maintenance Code

Application for: \_\_\_\_\_ Residential Building Permit for: \_\_\_\_\_ Estimate of Value \$ \_\_\_\_\_  
Dwelling, Attached Garage,  
Detached Garage, Porch, Permit Fee: (See Attached Schedule) \_\_\_\_\_  
Carport, Decks  
Swimming Pool State Roofing License # \_\_\_\_\_ NO REFUNDS  
Fence (If Contractor performs work, State Roofing License # is required)

\_\_\_\_\_ Commercial Building

\_\_\_\_\_ Demolition

\_\_\_\_\_ Sign

\_\_\_\_\_ \* Alteration or Remodeling

(\*Alteration" or "remodeling" of an existing building or structure shall include any changes in structural members, stairways, basic construction, type, kind or class of occupancy, light or ventilations, means of egress and ingress or any other changes affecting or regulated by the Building code, except for minor repairs or changes not involving any of the aforesaid provisions)

Owner: \_\_\_\_\_ Address: \_\_\_\_\_

Contractor: \_\_\_\_\_ Address: \_\_\_\_\_

Applicant: \_\_\_\_\_ Address: \_\_\_\_\_

Applicant's Contact Number: \_\_\_\_\_

Construction Site Address: \_\_\_\_\_

Subdivision: \_\_\_\_\_  
(Any subdivision covenants that apply are the individual's responsibility)

Zoning Classification: \_\_\_\_\_

Specify use type: \_\_\_\_\_  
(dwelling, fence ,etc.)

The layout shown below represents your lot. The dimensions of your lot, width and depth are required to be shown on the layout. Show the location of existing buildings on the lot, the footage from the four property lines, the location of the proposed building with the footage from the four property lines for the new construction. Also show any street and/or alley adjacent to the property as well as a North arrow. The research and location of all easements (e.g. sewer, electric, telephone, gas, water, etc.) is the responsibility of the property owner.

**SKETCH ALL STRUCTURES ON THE PROPERTY WITH DIMENSIONS AND SETBACKS**

(IMPORTANT: Setback footage from property lines should be accurate)



I have carefully read this application and understand and agree to abide by all provisions of the Village of Dunlap's Municipal Code and all of the State of Illinois laws. Further, I agree and understand that the permit issued may be revoked without notice on any breach of representation or conditions.

\_\_\_\_\_  
Signature of Owner or Authorized Agent Date

## BUILDING PERMIT FEE SCHEDULE

### ONE – FAMILY AND TWO – FAMILY RESIDENTIAL: NEW CONSTRUCTION, ADDITIONS AND ALTERATIONS

Fee per square foot	\$0.50
Minimum Fee – New Construction	\$1,000.00
Minimum Fee – Additions	\$500.00
Minimum Fee – Alterations	\$250.00

### COMMERCIAL

Fee per square foot	\$0.75
Minimum Fee	\$1,000.00
Maximum Fee	\$7,500.00

### ELECTRICAL, PLUMBING, HVAC

New Construction, Additions	No Additional Fee
Alterations	\$55.00 per additional permit

### MISCELLANEOUS BUILDING PERMITS

Swimming Pools – Aboveground	\$50.00
Swimming Pools – Partially or totally submerged	\$100.00
Fences	\$50.00
Sign Permit – No Electrical	\$50.00
Sign Permit – With Electrical	\$105.00
Demolition Permit	\$50.00
Accessory Buildings (Other than Garages) < 100 sf	\$50.00
Accessory Buildings (Other than Garages) > 100 sf	\$100.00
Garages (Detached) < 600 sf	\$250.00
Garages (Detached) > 600 sf	\$500.00
Decks (Freestanding)	\$250.00
Decks (Attached)	\$500.00

## VILLAGE OF DUNLAP CHECKLIST FOR NEW SINGLE FAMILY DWELLINGS AND DUPLEXES

- PROVIDE A COMPLETED PERMIT APPLICATION. The consolidated application is for zoning approval and a building permit.
- PROVIDE 2 COPIES OF THE SITE PLAN. Providing the detailed site plans is required to verify compliance with zoning requirements and help in determining and issuing any required right away permits. See the list of items to be included on the site plan.
- PROVIDE 2 SETS OF BUILDING PLANS. Residential plans are not required to be architecturally sealed. See the list of items to be included on prints.
- PROVIDE ENGINEERING SPECIFICATIONS FOR TRUSSES, I-JOIST, LVL's, LAM's AND STEEL BEAMS, ECT. All beam specifications are required at the time of application. Other specifications may be provided at a later date.
- PROVIDE A RESCHECK. Effective 1/29/10 all permits issued after this date must meet the 2009 INTERNATIONAL ENERGY CODE per Illinois State law known as THE ENERGY EFFICIENT BUILDING ACT # 20 ILCS 3125.009. If using REScheck to verify compliance it must pass the 2009 edition of REScheck, available @ <http://energycode.pnl.gov/REScheckWeb/>. A prescriptive method may also be used; a detailed checklist can be provided to help verify compliance.
- APPLICATIONS ARE AVAILABLE ON THE VILLAGE WEBSITE ([www.villageofdunlap.com](http://www.villageofdunlap.com)) OR AT VILLAGE HALL: 104 N. 2<sup>ND</sup> STREET, DUNLAP, IL 61525.
- APPLICATIONS AND SUPPORTING DOCUMENTATION MAY BE SUBMITTED BY E-MAIL. PLEASE SEND ALL REQUIRED INFORMATION TO: [sdkerr@mohrandkerr.com](mailto:sdkerr@mohrandkerr.com)
- THE APPLICANT IS REQUIRED TO OBTAIN THE PERMIT PRIOR TO STARTING CONSTRUCTION.
- THE AVERAGE REVIEW AND PROCESS TIME REQUIRED PRIOR TO THE ISSUANCE OF A NEW SINGLE FAMILY PERMIT IS 72 HOURS.
- FOR ANY QUESTIONS OR CONCERNS YOU MAY CONTACT : STEVE KERR AT MOHR AND KERR ENGINEERING. 309-692-8500 OR EMAIL AT: [sdkerr@mohrandkerr.com](mailto:sdkerr@mohrandkerr.com).

## ITEMS TO BE INCLUDED ON RESIDENTIAL PRINTS

### 1. Site plan drawn to an identified scale

- Label property lines
- Show the distance between the property lines and the proposed structure
- Depict the driveway and show the width
- Show directional North arrow

### 2. Elevations

- Show all 4 sides of the house (indicate exterior wall covering)

### 3. Foundation plan

- Footing size
- Pier pad location and size
- Wall type and height (height of backfill)
- Vertical rebar size and on center spacing
- Vapor barrier
- Label required egress window
- Indicate location of sump pump and floor drain
- Indicate if basement is unfinished or finished (if finished, label rooms and provide sq. ft)

### 4. Floor plans

- Indicate the sq. ft. of living space
- Label all rooms
- Show dimensions of rooms and include size of wall openings and header sizes
- Label required egress windows
- Show wall height (all that exceed 8' provide a framing detail)

### 5. Provide length of dryer vent (include the number and type of elbows)

### 6. Provide wall section representative of building submitted

- Include insulation R values
- Show ice shield
- Size of overhang
- Show vapor barrier
- Indicate wall sheathing or alternate

### 7. Provide engineering specifications for all laminated beams, LVL's, Steel beams, I-Joist and trusses

- Provide layout for I-Joist and truss systems

***Providing us with the above information reduces our review time, allows us to issue you the permit faster and helps eliminate discrepancies during the construction of your project.***

## **DECK GUIDELINES**

- Single level residential wood decks only. (Without roof loads)
- Decks supporting hot tubs shall be engineered.
- Decks supporting sunrooms shall be engineered
- All decks not meeting the specifications in the Prescriptive Residential Wood Deck Construction Guide shall be reviewed and approved by a licensed structural engineer. (available for download at [www.awc.org](http://www.awc.org))
- All deck post shall be 6x6 or larger with a max. height of 14'.
- All beams shall bear on top of the post and may overhang at each end up to  $\frac{1}{4}$  of the beam span measured from post to post. (see figure 3 of the construction guide)
- Beams shall not be bolted to each side of the posts.
- Joist spans per Table 2 of the construction guide allows for a max. overhang of  $\frac{1}{4}$  of the joist span.
- Joist shall not be attached to opposite sides of the same beam.
- Rim joist shall be connected with (3) #10 x 3" screws. ( see figure 11 of the construction guide)
- Frost line depth is 36"
- Handrails are required for all stairs with 4 or more risers. Height is 34"to 38". They shall be continuous and graspable.
- Open risers are restricted to less than a 4" opening.
- Provide drawings specific to your deck. Use Figure 5 as an example of how the drawings should look and to provide the required information.
- Request a footing inspection prior to pouring concrete.
- Request an inspection prior to installing all of the decking.

### **Residential Ramp Specification**

1. Ramps shall be at least 3 feet wide with a maximum 1 inch rise per 12 inch length (unless otherwise noted).
2. Landing to be level and at least 3 feet X 3 feet minimum. Landings shall be provided at the top and bottom of ramps, where doors open on to ramps and where ramps change direction.
3. All footings shall be a minimum 36 "below grade, 8" diameter for typical footing pad or otherwise required by Building Code.
4. All post shall be pressure treated 4 X 4's secured at base into 4" steel saddles anchored to concrete footings.
5. Baluster vertical, less than 4" apart. Top rail to be flat 2" X 4".
6. Floor joists shall be 2' X 8" pressure treated at 16" O.C. secured in joist hangers. Maximum span is 11'1".
7. Finished floor shall be 5/4" X 6" treated decking secured with corrosion resistant #10x3 wood screws or 10d threaded nails designed for pressure treated lumber.
8. Inside handrail to be round handrail on one side of the ramp attached with metal brackets using corrosion resistant screws and finished with polyurethane varnish. Please be advised that the minimum load requirement for any guardrail and handrail is 200lbs for a single concentrated load applied in any direction at any point along the top. Handrails shall be continuous for the full length of the ramp and 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 1.5" between the wall and handrail. (See attached two pages from the American Wood Council).
9. All nails, joist brackets, screws and bolts shall be corrosion resistant designed for pressure treated lumber.
10. Ramp finished with clear waterproof sealer
11. Concrete approach pads shall be a minimum of 4" thick and have a thread type finish.
12. All modifications to existing structure for ramp installation shall be included in the square foot price.

**Topic:** Ramps

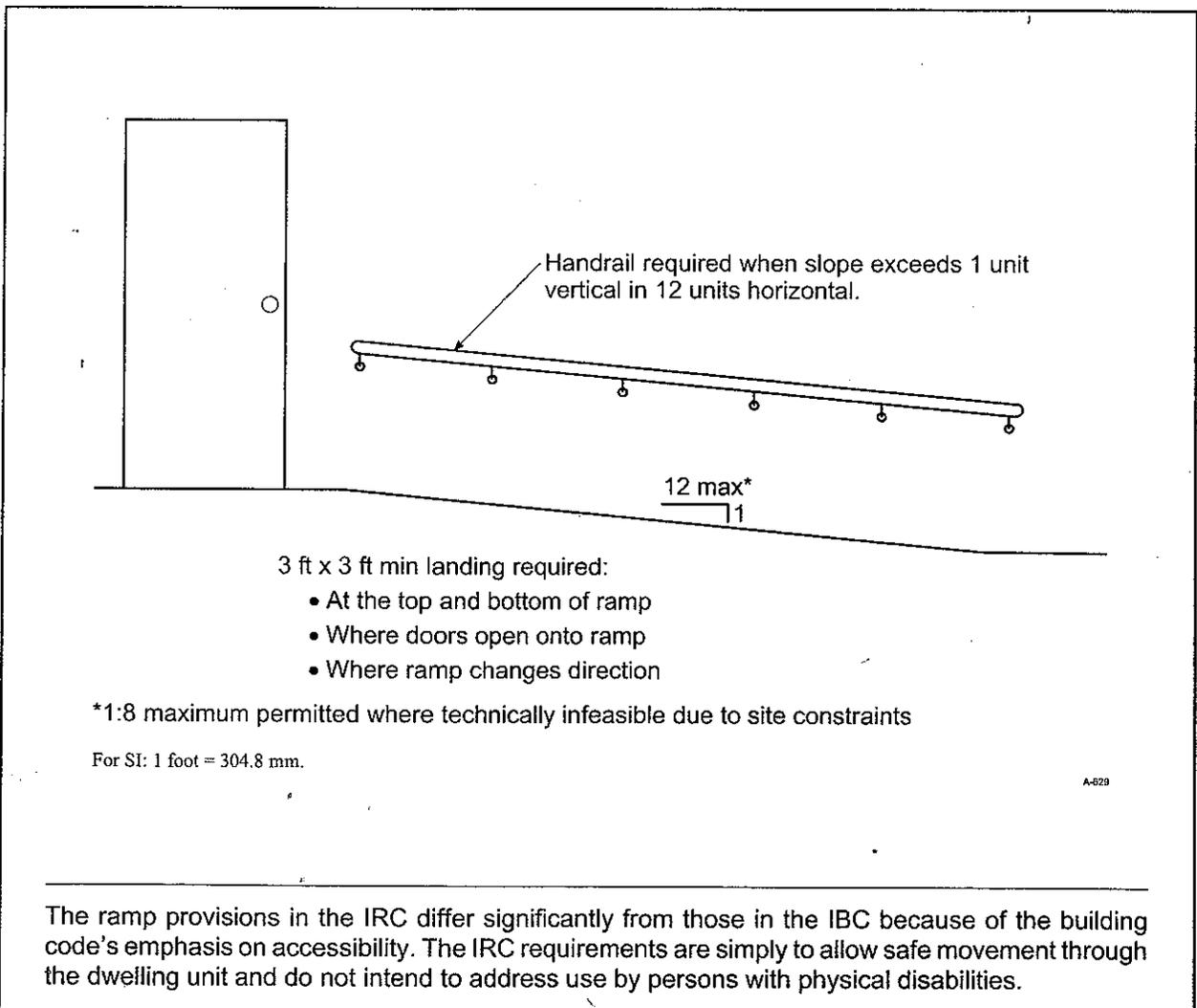
**Category:** Building Planning

**Reference:** IRC R311.8

**Subject:** Means of Egress

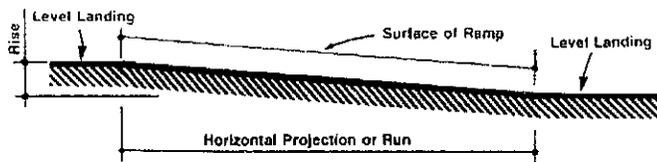
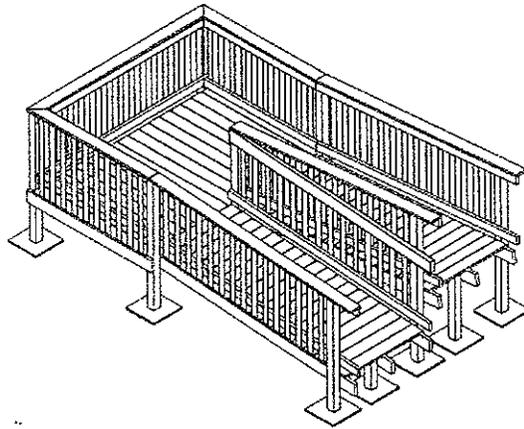
**Code Text:** *Ramps shall have a maximum slope of one unit vertical in twelve units horizontal (8.3-percent slope). See exception where technically infeasible due to site constraints. A minimum 3-foot-by-3-foot (914 mm by 914 mm) landing shall be provided: at the top and bottom of ramps, where doors open onto ramps, and where ramps change direction. Handrails shall be provided on at least one side of all ramps exceeding a slope of one unit vertical in 12 units horizontal (8.33-percent slope).*

**Discussion and Commentary:** A ramp is defined as a walking surface that has a running slope steeper than 1 unit vertical in 20 units horizontal (5-percent slope). For general use purposes as well as exiting, the maximum permitted slope is 1:12. Ramps with slopes of 1:12 to 1:20 do not require a handrail, as the rise or descent is gradual enough to provide a safe travel path. Because ramps are generally limited to a 1:12 slope, the only ramps that will require a handrail are those permitted to be steeper than 1:12 by the exception for site constraints.

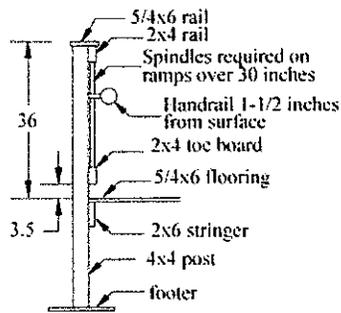


**Ramp Slope and Size:** The angle of the ramp's surfaces and the length or run of the ramp is a critical project consideration. The ramp slope will impact the layout requirements, the expense involved and the ramp's ultimate usefulness. Slope is the angle relationship of vertical height (rise) to the horizontal length or projection (run). It's usually expressed as a ratio of these two measurements, with the rise figure frequently set at a unit of one. For example, a slope of 1:12 means that as each dimensional unit (usually inches) of height changes, the other side projects (or runs out in length) 12 units (inches).

**Space Limitations That Impact Ramp Design:** Many aspects of the design of a ramp are limited by the space available and obstacles (such as trees, buildings and walkways) that affect where it can be located. By constructing a U-shaped ramp, more ramp distance can be accommodated in a smaller space.



The maximum rise for any given ramp segment should not exceed 30 inches. After rising 30 inches in elevation, a flat rest platform should be provided before the ramp continues. A flat landing must be at the top and bottom of all ramps, and landings should always be at least as wide as the ramp itself and a minimum of 60 inches in



Post detail

Railing sections should not exceed 8 feet. If the ramp section exceeds 8 feet, it's best to center the middle posts along the edges. An intermediary post should be attached to the outer joists using 1/2-inch-by-6-inch carriage bolts to insure stability.