

**NEW CONSTRUCTION – MULTI-FAMILY PERMIT  
INFORMATION PACKET**

**RETAIN THIS PACKET FOR YOUR INFORMATION ONLY**

**REVISED**  
5/1/2011

**STANDARDS CITED**

INTERNATIONAL BUILDING CODE - 2006

INTERNATIONAL MECHANICAL CODE - 2006

INTERNATIONAL RESIDENTIAL CODE – 2006

NATIONAL ELECTRICAL CODE - 2005

INTERNATIONAL ELECTRICAL CODE  
ADMINISTRATIVE PROVISIONS - 2006

IDOT SPECIFICATIONS

VILLAGE OF NEW LENOX MUNICIPAL CODE

ILLINOIS STATE PLUMBING CODE - 2004

ILLINOIS ACCESSIBILITY CODE- LATEST EDITION

INTERNATIONAL PROPERTY MAINTENANCE CODE – 2006

INTERNATIONAL FUEL GAS CODE – 2006

INTERNATIONAL FIRE CODE – 2006

INTERNATIONAL ENERGY CONSERVATION CODE 2009

**NOTE:  
LOCAL AMENDMENTSTO THE ABOVE CODES  
ARE AVAILABLE AT THE VILLAGE OF NEW LENOX OFFICE**

**02-23-10**

OPEN SPACE FEES BY SUBDIVISION

Subdivision	Elementary District	Elementary Const. Fee	High School District	High School Const. Fee	Park	Village	Fire	Library	LWCC	Vill. Hall Fee	Trans. Fee	Trees *
Berens Field	X - Union 81		X - L-W 210		X * - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Bluestone Bay	X - N.L. 122		X - L-W 210		X * - N.L.	X	X - N.L.	X - N.L.	X			Pre
Bristol Park (Montalbano Homes)	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X * - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Calistoga	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X - N.L.	X	X - N.L.	X - N.L.	X	X		LOC
Cedar Pointe	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			N/A
Cherry Hill Meadows Unit 1A	X - N.L. 122		X - L-W 210		X - N.L.							B.P.
Cherry Hill Meadows Unit 2	X - N.L. 122		X - L-W 210		X - N.L.							Pre
Cherry Hill South	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Corinthian Way	X - N.L. 122		X - L-W 210		X - N.L.	X						LOC
Crossing at Jackson Creek	X - Manhattan	X - Manhattan	X - L-W 210	X - L-W 210	X * - Manhattan	X	X - Manhattan	X - Manhattan	X	X	X	LOC
Crown Fox P.U.D.	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			LOC
Crystal Cove	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X	\$537		LOC
Crystal Springs	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Deer Point South	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210		X	X - N.L.	X - N.L.	X	X	X	LOC
Elizabeth Estates	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Falcon Ridge	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			LOC
Gibbons	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			Pre
Heather Glen	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X * - N.L.	X	X - N.L.	X - N.L.	X	X	X *	LOC
Hilberia Estates Units 2-5	X - N.L. 122		X - L-W 210		X * - N.L.	X	X - N.L.	X - N.L.	X			LOC
Horizon Meadows	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Jacob's Field	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			LOC
Jobe's Woods	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Kammerer	X - Union 81	X - Union 81	X - L-W 210	X - L-W 210	X - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
La Poca Sicilia	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X	X		LOC
Landings of New Lenox	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210		X	X - N.L.	X - N.L.	X			Pre
Laraway Ridge Unit 2			X - L-W 210			X	X - N.L.	X - N.L.	X			LOC
Laraway Ridge Units 3, 4 and 5			X - L-W 210			X	X - N.L.	X - N.L.	X	X	X	LOC
Laurel Meadows		\$500 - N.L. 122	X - L-W 210	X - L-W 210		X	X - N.L.	X - N.L.	X	X	X	LOC
Lenox Grove	X - Homer 33C		X - Lockport 205		X * - N.L.	X	X - Homer	X - Homer	X	X	X	LOC
Linden Oaks Estates	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X	\$537	\$724	LOC
Melody Ridge	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X * - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Nelson Ridge	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC

X \* indicates a combination of cash and land donation

\* B.P. = paid with building permit  
LOC = Letter of Credit

Pre = Pre-paid by Developer

OPEN SPACE FEES BY SUBDIVISION

Subdivision	Elementary District	Elementary Const. Fee	High School District	High School Const. Fee	Park	Village	Fire	Library	LWCC	Vill. Hall Fee	Trans. Fee	Trees *
Old Homestead	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X	\$537	\$724	LOC
Palmer Ranch Unit 5	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X	X		LOC
Palmer Ranch Unit 6	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X - N.L.	X	X - N.L.	X - N.L.	X			LOC
Prairie Crossings	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			LOC
Prairie Lakes	X - N.L. 122		X - L-W 210 / Joliet		X - N.L.	X	X - N.L.	X - N.L.	X	\$537	\$724	LOC
Prairie Meadows	X - Manhattan	X - Manhattan	X - L-W 210	X - L-W 210	X - Manhattan	X*	X - Man.	X - Man.	X	X	X	LOC
Prairie Ridge Estates	X - Homer 33C		X - Lockport 205		X* - N.L.	X						LOC
Rachel Ridge	X - N.L. 122		X - L-W 210	X - L-W 210	X - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Royal Meadows Unit 3	X - N.L. 122		X - L-W 210		X* - N.L.	X	X - N.L.	X - N.L.	X			B.P.
Sanctuary Pointe	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Sky Harbor	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X* - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Soave Colline	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Steeple Run	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X - N.L.	X + \$555	X - N.L.	X - N.L.	X	X	X	LOC
Sylvan Meadows Unit 1	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			Pre
Sylvan Meadows Units 2-5	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			LOC
Taylor Glen	X - N.L. 122		X - L-W 210		X* - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Village Station	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X* - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Walker Country Estates Units 1 and 2	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			B.P.
Walker Country Estates Unit 3	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			LOC
Walker Country Estates Unit 4	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			B.P.
Walker Ctry Estates N Phase I Unit 1			X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			LOC
Walker Ctry Est N Phase II Units 2 & 3			X - L-W 210	X - L-W 210	X* - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Water Chase Estates	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X - N.L.	X	X - N.L.	X - N.L.	X			B.P.
Watland	X - N.L. 122		X - L-W 210		X - N.L.	X						LOC
Western and Michigan	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Whispering Trails	X - N.L. 122	X - N.L. 122	X - L-W 210	X - L-W 210	X* - N.L.	X	X - N.L.	X - N.L.	X	X	X	LOC
Wildflower Estates	X - N.L. 122		X - L-W 210		X - N.L.	X						LOC
Wildwood Units 8A, 9 and 10	X - N.L. 122		X - L-W 210		X - N.L.	X						LOC
Wildwood Unit 8B	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X	\$537	\$724	LOC
Windermere Lakes			X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X	\$537	\$724	Pre
WyndRidge Downs	X - N.L. 122		X - L-W 210		X - N.L.	X	X - N.L.	X - N.L.	X			Pre

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 09/2007

**NEW LENOX CONSTRUCTION FEES AND CHARGES  
MULTI-FAMILY DWELLING**

**BUILDING PERMIT**

SQ.FT.LIVING AREA		127.37	X	0.008	
SQ.FT. BASEMENT AREA	X	25.37	X	0.008	
SQ.FT. OF GARAGE AREA	X	30.00	X	0.008	
	2000 SQ.FT. X	127.37 SQ.FT. X		0.008	\$2,037.92
	1000 SQ.FT. X	25.37 SQ.FT. X		0.008	\$202.96
	575 SQ.FT. X	30.00 SQ.FT. X		0.008	\$138.00
				<b>TOTAL</b>	<b>\$2,378.88</b>

<b>SEWER TAP-ON FEE</b>	<b>\$7,208.00 per unit</b>
<b>WATER TAP-ON FEE</b>	<b>\$4,821.00 per unit</b>
<b>TEMPORARY WATER USAGE</b>	<b>\$50.00 per unit</b>
<b>WATER METER DEPOSIT</b>	<b>\$50.00 per unit</b>
<b>WATER METER EQUIPMENT</b>	<b>\$483.00 per unit</b>
<b>PLAN REVIEW</b>	<b>\$150.00 per unit for first review \$35.00 per unit for each additional review</b>
<b>INSPECTION FEES</b>	<b>\$350.00 per unit</b>
<b>CERTIFICATE OF OCCUPANCY</b>	<b>\$30.00 per unit</b>
<b>TRANSPORTATION FEE*</b>	<b>\$1,019.00 per unit</b>
<b>VILLAGE HALL FEE*</b>	<b>\$851.00 per unit</b>

**\* APPLIES ONLY TO SUBDIVISIONS WITH ANNEXATION AGREEMENTS APPROVED AFTER MAY 1, 1997.**

**FEE EFFECTIVE DATE: 5/1/2011**

**NOTE: IN ADDITION TO THE ABOVE FEES AN OPEN SPACE CONTRIBUTION MAY APPLY IN ACCORDANCE WITH ORDINANCE # 833.**

**MAKE CHECK PAYABLE TO VILLAGE OF NEW LENOX**

**BUILDING CHECKLIST - MULTI-FAMILY PERMIT**

**INSTRUCTIONS:** Each applicant is responsible for submitting all of the following items and initialing each item. Drawings shall be architectural or engineering quality with dimensions appropriately shown. **APPLICATION FOR A BUILDING PERMIT SHALL NOT BE ACCEPTED AS COMPLETE UNTIL ALL DETAILS PLANS ON THE CHECKLIST HAVE BEEN COMPLETED.**

Applicant should initial each applicable submittal

- |       |     |   |
|-------|-----|---|
| _____ | 1.  | Three sets of drawings .  |
| _____ | 2.  | Site plan detail sheet. <b>(15Copies)</b><br><b>(See Attached ORD.#1248 for submittal requirements)</b> |
| _____ | 3.  | Parking plan detail sheet.  |
| _____ | 4.  | Foundation detail sheet.  |
| _____ | 5.  | Floor plans   |
| _____ | 6.  | Wall construction detail sheet  |
| _____ | 7.  | Floor construction detail sheet.  |
| _____ | 8.  | Roof/ceiling construction detail sheet.   |
| _____ | 9.  | Chimney/fireplace and chase detail.   |
| _____ | 10. | Mechanical detail sheet.  |
| _____ | 11. | Plumbing detail sheet.  |
| _____ | 12. | Electrical detail sheet.  |
| _____ | 13. | Handicap accessibility detail sheet.  |
| _____ | 14. | Sign detail sheet.  |
| _____ | 15. | Use group classification is _____.  |
| _____ | 16. | Type of construction classification is _____.   |
| _____ | 17. | Architectural seal.   |
| _____ | 18. | Drainage certificate, completed.  |
| _____ | 19. | Erosion control permit, completed.  |
| _____ | 20. | Open space fee receipts.  |
| _____ | 21. | Authorization for third party plan review service.  |
| _____ | 22. | Landscape Plan  |

## ***PLAN REVIEW SERVICE***

The initial plan review requires ALL essential information for fast and accurate processing. Use the guide below as a convenient reference when sending plans for review.

**BUILDING      MECHANICAL PLUMBING      ELECTRICAL      SPRINKLER**

***Plans are reviewed for conformance to the following codes:***

International Building Code	National Electrical Code	Illinois State Plumbing
International Mechanical Code	International Fire Code	International Fuel Gas Code
New Lenox Zoning Code	Local Amendments	
	Illinois Handicap Accessibility Code	

### **Building Plan Review**

#### **Building Plans –3 sets (signed and sealed)**

- Complete building plans showing use of all areas, equipment layout and aisles.
- Title block to include: type of construction, use group, installed fire protection, design options.
- Occupant load for all areas, exiting system plan.
- Complete door schedule with catalog cuts for all doors, hardware and locksets.
- All appropriate wall, floor, and foundation sections.
- List all rated assemblies, diagram assembly, design numbers.
- Window and glazing schedule, interior finish schedule, flame spread ratings.
- List all building design loads
- Shop drawings for steel supported system prior to work start
- Indicate shop drawings for all fire protection systems, will be provided prior to work start
- Structural calculations
- Details for all special occupancy requirements (open well, atriums, and floor openings, high rise covered mall, etc.)
- Details for all special structures (sky lights, roof panels, awnings)
- Sequence of operation for all special systems (smoke control, elevator recall, etc.)
- Electrical plans show: location of egress lighting, exit signs, wiring panel size, service and transformer, show protection of devices.
- Details showing all state handicapped requirements, catalog cuts for fixtures

#### ***Soil Report***

- Soil test, show requirements for accurate footings and support loads
- Footing and foundation requirements and recommendations
- Soil engineer's requirements for appropriate footings and walls to support loads

#### **Site Plan (3 sets)**

- Show setbacks, elevations, drainage, parking, outside lighting, lot grading, sanitary sewer, Location of fire hydrants, storm water calculations, benchmark information.

#### **Specifications**

- Building, components, equipment, etc.

### **PLUMBING PLANS, MECHANICAL PLANS – 3 SETS (SIGNED AND SEALED)**

- Complete water piping system and sizes.
- Gas piping plans, show location, pipe sizes, shut off locations.
- Diagram for waste, drainage and vent system,
- Indicate drinking fountains or bottled water.
- Ventilation schedule, show amount of supply, exhaust and outside air.
- Smoke duct detection (if HVAC exceeds 2000cfm)
- Fire protection working drawings (if required)
- Cleaning schedule for commercial kitchen exhaust hood and duct, show method of construction
- Mechanical equipment and appliances.
- Manufacturer's installation instructions.
- Show 110v outlet for rooftop appliances.
- If copper tubing is to be installed, indicate that the solder for copper tubing (for potable water distribution) is to be lead-free.

#### **Specifications**

- Fixtures, pipe materials, joints, connections for all plumbing systems
- Equipment and appliances
- Commercial kitchen exhaust hood suppression, show pipe sizes (minimum, maximum)

### **ELECTRICAL PLAN REVIEW**

#### **Electrical Plans – 3 sets (signed and sealed)**

- Show location of all electrical devices: lighting, receptacles, outlets, equipment, transformers, panels and sub panels.
- Size and type of all wire and number of conductors in conduit or raceway
- Size and type of all conduit and/or raceways and piping to transformer
- Use of and amperage of each circuit
- Number of circuits, size of circuit breakers, location and size of main disconnect
- Location of convenience outlets at all appliance and rooftop outlets
- Load calculation charts for all panel boards
- Emergency lighting to all rooms, spaces, corridors and access routes
- Type of connection and locations for grounding wiring.
- Size of grounding connectors and wires
- Indicate method of connecting exit and emergency lighting to building electrical system
- Location of GFI outlets
- Type of electrical cooking appliances and/or equipment to be used

#### **Specifications**

- Description of electrical equipment
- Demand for each device