

ADDITIONS

Village of Sugar Grove – Building Division
601 Heartland Drive
Sugar Grove, IL 60554
630-466-8954-phone 630-466-1083-fax
Monday – Friday 8:00 a.m. - 4:30 p.m.
permits@sugar-grove.il.us

BUILDING PERMIT- Allow 7 (seven) to 10 (ten) working days for processing. A completed building permit application must be submitted.

PLAN REVIEW

For an addition to an existing structure, please include detailed plans drawn to scale showing size and shape of the addition, as well as the contiguous face of the existing building. Using a recent plat of survey show addition location with reference to all lot lines and other existing buildings. Any home being altered, which was originally built before 1978, must comply with the US EPA Lead-Based Paint Pre-Renovation Rule. Copies of the rule may be obtained at the Village of Sugar Grove.

Plans should include:

- 1) The existing and/or intended use of each room or part of the building.
- 2) The number of proposed dwelling units the altered building is designed to accommodate.
- 3) Any additional bedrooms must have an escape window and smoke detectors.
- 4) Stamped architectural drawings if value is over \$10,000.

REQUIRED CONTRACTOR INFORMATION

If a private contractor performs the installation, the contractor must be licensed with the Village of Sugar Grove. If the contractor is not currently licensed with the Village, an application can be obtained from the Building Division, 601 Heartland Drive, from 8:00 a.m. to 4:30 p.m. Monday – Friday. The contractor's fee is **\$165**. The Village will be unable to assist you with incorrect installation, failures, or future problems, if the homeowner is listed as the primary contractor.

INSPECTIONS

For additions you will most likely need inspections for: footing (a soil test required), backfill, underground plumbing, slab/concrete floors, rough plumbing, rough framing and electric, final plumbing, and final framing and electric depending on the scope of construction.

Please call 630-466-8954 ext. 34 or 35 to schedule an inspection. Be prepared to give contact name and phone number, address, lot number, permit number, type of inspection, as well as the date and time (am or pm) you would like the inspection. **A 24-HOUR NOTICE MUST BE GIVEN.**

PERMIT FEE

- **NO WORK CAN COMMENCE UNTIL THE PERMIT HAS BEEN ISSUED. WORK STARTED PRIOR TO ISSUANCE OF PERMIT, WILL INCUR PENALTY OF DOUBLE THE PERMIT FEE WITH A MINIMUM OF \$55.**
- The permit fee must be paid when you pick up the permit.
- Permit fees for additions are based on square footage; \$26.00 per 100 square feet. In addition, 10% of the cost of the permit is added for plan review.

MISCELLANEOUS INFORMATION

- According to Ordinance #614 the erection, demolition, alteration or repair of any building may only occur between the hours of **6:30 a.m.** and **8:30 p.m.**
- Construction should meet the minimum required set setbacks for the zoning district.

- Depending on the property location there are certain limitations to lot coverage area. This includes all improvements on the property.