

## Kitchen Remodel Permit Information

**The following items are required at the time of permit submittal. All required paperwork and documents shall be included at the time of submittal, or the submittal will not be accepted:**

- Building Permit Application
- One (1) copy of the contract / proposal from the contractor
- Original Letter of Intent from IL licensed plumber
- Two (2) copies of the drawings showing construction details for the remodel of the kitchen

Please allow ten (10) working days for the permit application to be reviewed and approved. A staff member will call you when your permit is ready to be picked up and paid for.

### **Fees:**

- **Kitchen Remodel Permit Fee:** Cost Based (First \$1,000 = \$49.00, each additional \$1,000 = \$16.00)
- **Plan Examination Fee:** Twelve (12) percent of building fee to the nearest dollar for code review by Village staff (Minimum fee, \$30.00), plus twelve (12) percent for code review by outside agency.
- **Re-inspection Fee:** \$95.00 to be paid prior to re-inspection if an inspection has failed.

### **Inspections:**

The applicant is responsible for scheduling all required inspections with our office. The following is a list of inspections, which may be required for your project:

- Rough Inspection (Building/Electrical/Mechanical)
- Rough Plumbing
- Final Inspection (Building/Electrical/Mechanical)
- Final Plumbing

### **General Comments:**

- The application packet and stamped Village approved plans are to be on the job site at all times.
- A minimum 24-hour notice is required when scheduling any inspection. Plumbing inspections are conducted on Monday, Wednesday, and Friday afternoons only.
- Compliance with the indicated codes, ordinances, and inspections required.