



Community Development
Department

SECOND FLOOR ADDITIONS

Permit Procedures:

The following items must be submitted for review prior to a permit being issued:

1. A completed permit application. All contractors used must be licensed with the Village (*VC 9-1-2-1, Subsection 105.8).
2. A letter of intent shall be included with all plumbing permit applications. The letter shall be written on business stationery of the licensed plumber of record and shall include the license holder's signature and, if the license holder is incorporated, the license holder's corporate seal. If the license holder is not incorporated, the letter must be notarized.
3. In April 2010, U.S. Environmental Protection Agency's (USEPA) new rule, the Renovation, Repair and Painting (RRP) rule, requires contractors performing renovation, repair and painting projects that disturb lead-based paint in homes, child care facilities, and schools built before 1978 to be certified by the USEPA and to follow specific work practices to prevent lead contamination.
4. Two complete sets of plans are required. The plans must be drawn to scale, fully dimensioned, and show all mechanical systems. Projects will require an architect's stamped set of plans. (*VC 9-1-2-1 – Subsection 106.3.4.1).

Location:

Setbacks: The room addition shall be located on the lot, maintaining the minimum setbacks for the appropriate zoning district. Setbacks for an R-3 Zoning District are: front yard twenty-five feet (25'); rear yard thirty feet (30'); corner side yard twenty-five feet (25'); and side yard eight feet (8'). In certain instances, the rear yard setback may be twenty-five feet (25'). Further, in certain instances, a legal non-conforming side or corner side yard setback may be extended along one side (*VC 11-5.4-6(C)(6)(b)). Front porches may encroach into required front yard in some cases.

Height: The maximum height of any structure in a residential area shall not exceed thirty-five feet (35') (*VC 11-5.4-6(E)).

Specifications: *Please note that these specifications are general and **not** comprehensive. Additional changes or suggestions may be made by the inspectors during the site check to ensure compliance with Village Codes.*

Foundation: Plans shall indicate all structural bearing points and any reinforcement necessary to the existing structure.

Ceiling: Ceilings shall be insulated to a minimum R-Value of R-38 with a vapor barrier. Drywall shall be a minimum 5/8" when twenty-four inch (24") on center ceiling joists are used (*VC 9-5-3-11).

Roofs: Roof sheathing shall be a minimum of 1/2" plywood for 16" on center framing and 5/8" with clips for 24" on center framing, with a min 15# felt under the shingles. The attic shall have a ventilated area of 1-300th of the attic area (*IRC-R806.1, R806.2 and R806.3). OSB and wafer boards are not permitted in any roof applications.

Exterior Walls: A minimum of 2" x 4" wall construction with corner sway braces or plywood corners. Double top plates are required. All structures shall be covered with a minimum of one-half inch (1/2") plywood or OSB sheathing minimum. Insulated sheathing may be used where required by the energy and building code. Walls shall have a minimum R-Value of R-20 or R-13 +5 per energy code with an interior vapor barrier (*VC 9-5-3-11). All exterior wall surfaces shall be covered with an approved water repellent membrane (Tyvek) or approved equivalent. The membrane shall be installed with the minimal number of seams. All seams shall be lapped a minimum of six inches (6") and be fastened with manufacturer's approved tape (*VC 9-5-3-7(B)). Inspection is required before siding is installed.

Air Sealing: All openings in the building envelope shall be sealed to limit air infiltration (*IECC-R402.4).

Ducts: Ducts in unheated spaces shall be insulated with a minimum two inch (2") thick 3/4-pound density wrap, and shall be a min of R-8 in attic and R-6 in other unconditioned spaces. (*IECC 403.2.1). Section 403.2.2 of the 2012 IECC requires air duct systems, where any of the ducts pass outside of the conditioned space (into attics, garages, etc.), to be pressure tested for leakage with maximum leakage rates specified. The duct system now has to be tested to prove that the air leakage out of ducts is kept to an acceptable level. Testing is not required if all ducts are inside the building envelope (for example in heated basements), though all ducts are required to be sealed.

Warm Air Ducts shall be installed in slabs in approved plastic coated ductwork (*IRC-M1602).

Return Air vents are required in every room except for kitchens and baths.

Specification sheets shall be provided for all fireplaces, furnaces, and other mechanical equipment installed. Wood burning fireplaces shall have gasketed doors and outdoor combustion air (*IRC-R1004.1).

Plumbing isometric drawings, similar to those attached, must be provided if plumbing systems are being installed.

Electrical Requirements of the National Electrical Code (*NEC) must be met. All wiring is required to be in metal conduit. All receptacles are required to be self-grounding. All outlet boxes shall be four inch square (4" sq.) minimum. Arc-fault and GFCI protection may be required in certain locations. The 2012 IECC requires 75% of lamps (bulbs, tubes) within a residence to be energy efficient. This includes but is not limited to CFLs. Standard incandescent bulbs do not qualify.

Hard-wired, interconnected smoke and CO detectors with battery back-up are required (*IRC-314.3.1).

Inspections:

Inspections are required for the foundation before any other concrete is poured. Rough inspections are required before any mechanical installation is concealed. An insulation inspection is required before any drywall is installed. Plumbing and electrical systems require rough inspections before any such systems are concealed. A Tyvek inspection is required. A final inspection is required when the addition is completed (*IRC-109.1.6).

References (revised 01/2014):

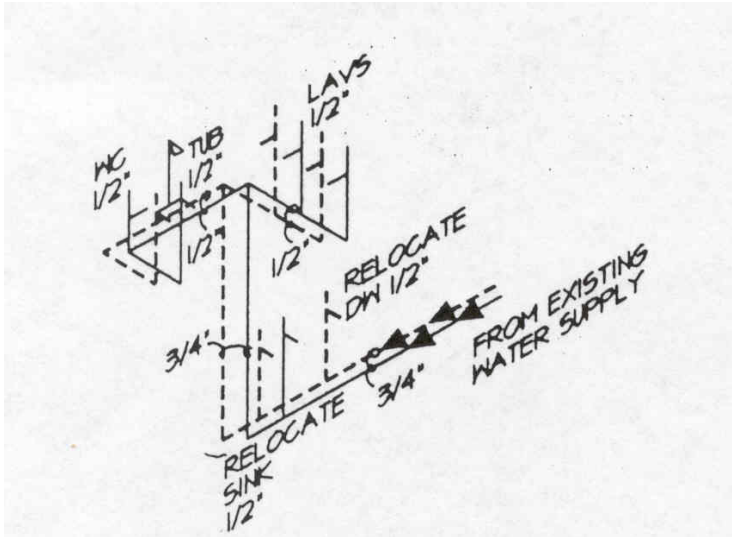
*VC = Village Code

*IRC = International Residential Code (2012)

*IECC = International Energy Conservation Code (2012)

*NEC = National Electrical Code (2011)

**PLUMBING ISOMETRIC DRAWING
(EXAMPLE)**



WATER DIAGRAM

(NOT TO SCALE)

—— COLD WATER

----- HOT WATER

VALVE ALL FIXTURES

18" AIR CHAMBERS MIN.

COPPER BELOW SLAB SHALL BE TYPE "K"

COPPER ABOVE SLAB SHALL BE TYPE "L"

ALL COPPER PIPING SHALL BE SOLDERED WITH SOLDER CONTAINING NO LEAD

WASTE DIAGRAM

(NOT TO SCALE)

—— WASTE LINE

----- VENT LINE

ALL WASTE LINES BELOW SLAB TO BE CAST IRON

ALL WASTE LINES ABOVE SLAB TO BE SCHEDULE "40" PVC

PROVIDE CLEANOUTS PER CODE

