

Residential Standard
Building Permit



Village Of Rochester

1 Community Drive Rochester, IL 62563
Incorporated in 1869

Permit #	_____
Date:	_____
Address:	_____
Amount Paid: \$	_____

Application is hereby made for a BUILDING PERMIT AND ZONING CERTIFICATE PERMIT and a CERTIFICATE OF OCCUPANCY AS REQUIRED under the Building Code and/or Zoning Ordinance of the Village of Rochester for the erection, moving, or alteration, and use of buildings and premises. In making this application, the applicant represents all the following statements and any attached maps and drawings as a true description of the proposed new or altered uses and/or buildings. The applicant agrees that the permit applied for, if granted, is issued on the representations made herein and that any permit issued may be revoked without notice on any breach of representations or conditions

Please fill out the application as thoroughly as possible. Incomplete or illegible applications could experience delays in processing. Application for a Building Permit must include a drawing of the property, showing setbacks, visible landmarks and proposed work.

Property Information:

Address: _____ Prop ID Number: _____

Corner Lot: Y / N Floodplain Y / N HOA notified and approved? NA / N / Y -Attach approval

Applicant Information:

Name(s): _____

Phone: _____ Email: _____

Owner / Contractor / Other _____ If not homeowner, please list homeowner name: _____

Summary of proposed work: _____

It is understood and agreed by this applicant that any error, misstatement, or misrepresentation of material fact, or expression of material fact, either with or without intention on the part of this applicant, such as might, or would, operate to cause a refusal of this application, or any material alteration or change in the accompanying plans, specifications, or structure made subsequent to the issuance of a permit in accordance with this application, without the approval of the Building inspector, shall constitute sufficient grounds for the revocation of such permit. I acknowledge that I have read and agree to the attached responsibilities and instructions.

Applicant Signature

Date

You can reach the Village of Rochester Code Office at 217.498.7192 or permits@rochester.illinois.gov

Office Use Only

Code Officer

Village President

Date

Date

Date

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**PLEASE READ THE IMPORTANT INFORMATION AND RESPONSIBILITIES
LOCATED IN THE LAST PAGES.**

FAILURE TO READ COULD CAUSE DELAYS AND FURTHER EXPENSE.

Plans and Specifications

A. Plans. A plat drawn to scale* should be attached and is required, and must show the following:

- 1 Actual Shape and size of lot or property.
- 2 Location, ground area dimensions, and identification of use of all buildings, structures, driveways, parking areas, etc. This includes existing buildings as well as the proposed buildings.
- 3 Dimensions of front, side and rear yards.
- 4 Visible existing infrastructure

B. Specifications. For each building, structure, or use (existing and proposed) identified on the plat drawing, give the following information as applicable.

Setback Information

	RS	R1	R2	R3	R4	R5
Front	30ft	25ft	25ft	25ft	25ft	25ft
Rear	15ft	10ft	20ft	20ft	20ft	20ft
Interior	8ft	8ft	8ft	8ft	8ft	8ft
Corner Interior Side	8ft	8ft	8ft	8ft	8ft	8ft
Corner Street Side	30ft	25ft	25ft	25ft	25ft	25ft

Ownership

1. Private
2. Corporate
3. Government

Tenure

1. Owner Occupied
2. Rental
3. Sale

Use

1. Single Family
2. Two Family
3. Multi-Family
4. Accessory Building
5. Other (specify) _____

Approximate value of project: \$ _____

Lot Size: Front: _____ Side 1. _____

Back: _____ Side2: _____

Total Square Footage of existing structures on property: _____

Total Square Footage for additional Construction: _____

Percentage of Land Used: _____

Survey Attached? Y / N

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Number of Stories: _____ (basement counts as one story)

Foundation: Basement / Crawlspace / Slab

Building size: Width _____ Length _____ Height _____

Square feet: _____

Frame Type: Masonry | Structural Steel | Wood | Reinforced Concrete

Other _____

Number of Bedrooms: _____ **Number of Bathrooms:** _____

Heat Type: Gas | Electric | Other _____

Exterior Type: Brick | Stone | Wood | Vinyl | Concrete | Stucco | Metal

Other _____

Roof: Gable | Hip | Flat

Roof Material: Shingles (asphalt/wood) | Metal | Wood

Patio/Deck Y / N

Number of off-street parking: Enclosed: _____ Open: _____

Village of Rochester Water and Sewer Connections please use appropriate forms available on our website (rochesteril.org) or at the Village Office.

Your Project may be subject to various inspections. Please make sure you plan for the Inspector to have at least 3 days notice of a needed inspection. Please call 217.498.7062, ext. 103 to schedule an inspection.

- These include, but are not limited to:
- Structural – rough and final
 - Electrical – rough and final
 - Mechanical – rough and final

Final Fee amount will be computed upon review of your information and will need to be paid before permit is issued.

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***Plumbing inspection can be done by the State Plumbing Inspector Ray Hall @ 618.772.3203 or Sangamon County Building and Zoning @ 217.753-6760 to schedule plumbing inspections.
The Village of Rochester does not inspect plumbing projects.***

Contractors: (Name, Address, Telephone, License Number)

General Contractor	_____
Roofing Contractor	_____
	License Number
Plumbing Contractor	_____
	License Number
Electrical Contractor	_____
HVAC Contractor	_____
Concrete Contractor	_____
Excavating Contractor	_____

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COULD CAUSE DELAYS AND FURTHER EXPENSE.**

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Important Information for Residential Building Permit Applicants

- 1 As of February 2020, the Village now uses the 2006 IRC/IRC
- 2 Building Application Permits require a minimum of 5 business days for approval.
- 3 In the event of a denial of a Building Permit, a variance can be applied for. The Variance process is sixty (60) to ninety (90) days.
- 4 Plan accordingly. If you have a question, contact the Code Officer before purchasing supplies or scheduling contractors for your project to avoid possible delays.
- ? Building permit fees are non-refundable.
- 5 All information requested, including drawings/schematics, must be provided. Incomplete or illegible applications could experience delays in processing. If requested information does not apply, please draw a line through it, or write N/A.
- 6 Fees must be submitted before a Residential Permit is approved. Some project fees are straight forward. Complicated projects may need fees calculated by the permit staff.
- 7 Any change in plans or specifications from the original application shall not be made without approval of the Code Officer.
- 8 The village does not survey property for property pins. Please be aware of property lines.
- 9 Applications for a Building Permit ***must*** include submittal of a dimensioned site plan showing area and dimensions of site and showing location, size, and outline of existing and proposed structures. In addition, the site plan should show a North arrow, identify fronting streets, and specify distances between the proposed structures and property lines. The site plan shall identify all utility structures, utility easements, drainage easements and include a drainage plan for the property.
- 10 It is understood that any permit issued on this application will not grant any right or privilege to erect any structure or to use any premises described for any purpose or in any manner prohibited by the Zoning Ordinance, Building Code, or by other ordinances, codes, or regulations of the Village of Rochester.
- 11 It is further understood that unless a substantial start on construction is made within ninety (90) days, and unless construction is completed within one (1) year from the date of issuance of this permit, this permit shall become null and void.

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- 12 Permit placard should be placed in a conspicuous place on the property, for example, a window facing the street
- 13 From the date of issuance of this building permit, the lot owner and his representative(s) shall be responsible for constructing control measures that control runoff from the lot to such an extent possible that sediment is retained on-site. Temporary on-site control measures required shall be constructed and functional prior to initiating clearing, grading, and stripping, excavating or fill activities on the site. Disturbed areas shall be stabilized with permanent
- 14 From the date of issuance of this building permit, the lot owner and his representative(s) shall be responsible for repairing any damage caused by his work to the public infrastructure that lies on or fronts his lot. The public infrastructure includes, but is not limited to the sanitary sewer system, storm water conveyance system, potable water distribution system, streetlights, curb and gutter, boulevard, sidewalk and other underground infrastructure.
- 15 Call the Code Officer when ready for inspections at the appropriate times. Village Ordinance allows the Officer three (3) business days after notification to complete the inspection. Covering or concealing any work requiring inspection with permanent construction (concrete, sheetrock, paneling, brick, siding, etc) will not relieve the Owner/Contractor from securing required inspections. You may be required to remove construction to allow for inspection.
- 16 No Certificate of Occupancy for the use of a premises for which a zoning or building permit has been issued shall be issued until construction has been completed, a final inspection made and the premises certified to be in compliance with the plans and specifications for which the zoning certificate or building permit was issued. No Certificate of Occupancy shall be issued to any applicant so long as that applicant is indebted to the Village of Rochester for any prior fees of any type.