



VILLAGE OF ELBURN
Building & Zoning Department

301 E. North Street
Elburn, IL 60119

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SUBMITTAL REQUIREMENTS FOR PERMIT:

Single-Family Homes:

- Application for Permit
- Application for Water/Sewer Connection
- Letter of Intent from plumber
- Approval letter from HOA (Covenants)
- PAID receipt for KDOT impact fee
- 2 copies of House Drawings compliant with 2018 International Energy Conservation Code (IECC)
- 2 copies of **SEALED** truss certifications and layouts (when applicable)
- 2 original **SEALED** site plans (including Plat of Survey)

Commercial Buildings:

- Verify Zoning
- Establish \$5,000 escrow account
- Application for Permit
- Application for Water/Sewer Connection
- Letter of Intent from plumber
- PAID receipt for KDOT impact fee
- Copy of the Kane County Storm Water Permit (NPDES Permit)
- Kane/DuPage Soil and Water Conservation District Approval
- Energy Efficiency Report
- Occupancy Load Information
- Elburn & Countryside Fire District Approval (Contact Fire Marshal Lisa Schopp (630) 365-6855)
- 2 copies of **SEALED** Soil Evaluation Reports
- 6 copies of **SEALED** Architectural Drawings compliant with 2018 IECC
- 6 copies of **SEALED** Civil Drawings
- 4 copies of **SEALED** landscape drawings (prepared by a Landscape Architect)
- 4 copies of photometric drawings
- 4 copies of sprinkler drawings
- 4 copies of alarm plans
- Technical submittal worksheet (www.ecfpd.com)
- 2 Specification Books (including Cut Sheets)
- 3 copies of any structural calculations