



**BARRINGTON**  
*Be Inspired.*

# Construction Permit Submittal Requirements

1. **Completed Construction Permit Application.** Incomplete applications will not be accepted.
2. **Two (2) sets of architectural plans and specifications.** Plans may be required to bear the stamp of a State of Illinois registered architect or structural engineer.
3. **Two (2) copies of the plat of survey, site plan, engineering plans (if applicable).** The plans submitted must include the following information:
  - Location of the proposed work; include setbacks from property lines for all structures; show all platted easements.
  - Location of all existing and proposed underground utilities that will be affected by the proposed work.
  - Location of all public trees and all neighboring trees within fifty (50) feet of the proposed work. Show the location and size of all such trees. *[Note that size is the diameter of trees at 4.5 feet above grade].* Contact the Village Forester at (847) 381-7903 with any questions.
  - Provide written description of a tree protection plan for all trees that will be affected by work within their critical root zones. *[Note that the critical root zone is the area within the "dripline" of the tree].* Contact the Village Forester at (847) 381-7903 with any questions.
  - Provide a topographic survey for the site that will show all existing and proposed grading and drainage that could be affected by the proposed work. Contact the Village Engineer at (847) 304-3460 with any questions.
  - Review the Barrington Stormwater Development Ordinance to determine if a stormwater development permit and/or detention is required.
4. **Soil Boring Information.** Permits for new construction and additions which are deeper than the existing structure must provide the Village with a soil boring with the seasonally adjusted water table level data.
5. **Fire Suppression & Fire Alarms Permits.** Fire Suppression and Fire Alarm Permits are applied for and issued separately from Construction Permits. Contact the Development Services Dept. for submittal requirements.
6. Any alteration or extension of plumbing requires compliance with the State of Illinois Plumbing Code. This includes providing for adequate water service pipe, meter and backflow protection. A completed Water Service Review form must be submitted with the permit application when any alteration or extension of plumbing is planned.
7. The Village of Barrington requires compliance with the following codes, including all amendments, effective September 1, 2018:

• 2017 National Electrical Code	• 2018 International Building Code	• 2018 International Residential Code	• 2018 International Mechanical Code
• 2018 International Fire Code	• 2018 International Fuel Gas Code	• 2018 International Property Maintenance Code	• 2018 International Swimming Pool & Spa Code
• 2018 International Existing Building Code	• Illinois Energy Conservation Code (2018 IECC)	• Illinois State Plumbing Code	• Illinois Accessibility Code
8. Construction permits require a cash bond to be posted, to ensure that the work will be properly completed and Village property is not damaged.
9. On certain permits, it may be necessary to create an escrow account to cover the cost of consultants or outside plan review contractors. This is often the case with fire suppression permits, elevators and larger commercial projects.
10. **Architectural Review Commission (ARC) – Contact the Development Service Dept. for More Information**  
Commercial Projects. Before a permit can be issued for construction or remodeling that will affect the exterior appearance of commercial, industrial or multifamily property, the applicant must obtain a Certificate of Approval from the ARC.

Residential Projects. Before a permit can be issued for construction or remodeling that will affect the exterior of a structure within the Historic Preservation Overlay District, the applicant must obtain a Certificate of Appropriateness from the ARC.