

## COMMERICAL & REMODLE BUILDING PERMIT CHECKLIST

- Is this technical submission prepared, sealed and signed by all required licensed design professionals?  
Yes \_\_\_\_\_ No \_\_\_\_\_
- Does the technical submission display the design professional's seal, signature, date of license, expiration date and current date?  
Yes \_\_\_\_\_ No \_\_\_\_\_
- Does the technical submission clearly show the project in its entirety, including but not limited to:
  - a) The scope of work? Yes \_\_\_\_\_ No \_\_\_\_\_
  - b) Building Code compliance? Yes \_\_\_\_\_ No \_\_\_\_\_
  - c) Structural Integrity? Yes \_\_\_\_\_ No \_\_\_\_\_
  - d) Life safety compliance? Yes \_\_\_\_\_ No \_\_\_\_\_
  - e) Accessibility compliance? Yes \_\_\_\_\_ No \_\_\_\_\_
  - f) Current Energy Code Compliance? Yes \_\_\_\_\_ No \_\_\_\_\_
- Does the cover sheet include all required information including:
  - a) Project identification Yes \_\_\_\_\_ No \_\_\_\_\_
  - b) Project address & location map Yes \_\_\_\_\_ No \_\_\_\_\_
  - c) Professional design firm identification Yes \_\_\_\_\_ No \_\_\_\_\_
  - d) Listing of applicable codes utilized on the project Yes \_\_\_\_\_ No \_\_\_\_\_
  - e) Design criteria listing indicating
    - 1) Type of construction Yes \_\_\_\_\_ No \_\_\_\_\_
    - 2) Use group (type of occupancy) Yes \_\_\_\_\_ No \_\_\_\_\_
    - 3) Square footage and allowable area Yes \_\_\_\_\_ No \_\_\_\_\_
    - 4) Allowable building height Yes \_\_\_\_\_ No \_\_\_\_\_
    - 5) Seismic zone Yes \_\_\_\_\_ No \_\_\_\_\_
    - 6) Occupant load Yes \_\_\_\_\_ No \_\_\_\_\_
    - 7) Land use Yes \_\_\_\_\_ No \_\_\_\_\_
    - 8) Parking loading requirements Yes \_\_\_\_\_ No \_\_\_\_\_
  - f) Index of all drawings
  - g) Seal/seals and original signature/signatures of the design professional of record Yes \_\_\_\_\_ No \_\_\_\_\_
  - h) All items required by local laws and regulations Yes \_\_\_\_\_ No \_\_\_\_\_
- Do the technical submissions include all the properly prepared required plan elements including but not limited to:
  - a) Property survey Yes \_\_\_\_\_ No \_\_\_\_\_
  - b) Site plan Yes \_\_\_\_\_ No \_\_\_\_\_
  - c) Foundation plan Yes \_\_\_\_\_ No \_\_\_\_\_
  - d) Floor plan/plans Yes \_\_\_\_\_ No \_\_\_\_\_
  - e) Floor and roof framing plan Yes \_\_\_\_\_ No \_\_\_\_\_
  - f) Exterior elevations Yes \_\_\_\_\_ No \_\_\_\_\_
  - g) Building sections and wall sections Yes \_\_\_\_\_ No \_\_\_\_\_
  - h) Mechanical system Yes \_\_\_\_\_ No \_\_\_\_\_
  - i) Plumbing system Yes \_\_\_\_\_ No \_\_\_\_\_
  - j) Fire protection and alarm system Yes \_\_\_\_\_ No \_\_\_\_\_
  - k) Electrical system Yes \_\_\_\_\_ No \_\_\_\_\_
- Does the technical submission include all the properly prepared required explanatory elements including but not limited to:

a) Drawings	Yes _____	No _____
b) Specifications	Yes _____	No _____
c) Building code analysis	Yes _____	No _____
d) Structural calculations	Yes _____	No _____
e) Special inspection requirements	Yes _____	No _____
f) Current IECC compliance	Yes _____	No _____

### Statement Of Compliance

I HAVE PREPARED, OR CAUSED TO BE PREPARED UNDER MY DIRECT SUPERVISION, THE ATTACHED PLANS AND SPECIFICATIONS AND STATE THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF AND TO THE EXTENT OF MY CONTRACTURAL OBLIGATION, THEY ARE IN COMPLIANCE WITH THE ENVIRONMENTAL BARRIERS ACT (410 ILCS 25), THE ILLINOIS ACCESSIBILITY CODE (71ILL. ADM. CODE 400), AND THE AND THE BILDING CODES OF THE VILLAGE OF GLEN CARBON. IN ADDITION, THE ABOVE CHECKLIST HAS BEEN REVIEWED BY ME OR UNDER DIRECT SUERVISION TO INSURE THAT THE SUBMITTED PLANS CONTAIN ALL NECESSARY INFORMATION TO OBTAIN A BUILDING PERMIT IN GLEN CARBON

*SIGNATURE* \_\_\_\_\_ *DATE* \_\_\_\_\_  
 (ARCHITECT/ENGINEER)

*SEAL* \_\_\_\_\_ *ILLINOIS REGISTRATION NO#:* \_\_\_\_\_

**Type NM, NM C and NMS cable (Romex) is not approved for installation in any commercial structure. Type M C (Metal Clad) and AC (Armored Cable) are approved for use in commercial structures, with the following exceptions:**

Hazardous use groups and the exceptions listed in the 2005 NEC  
 Medical use occupancies. Type M C and AC cable maybe used for lighting whips not to exceed 6' in Medical use occupancies.

**NOT ALLOWED:**

- Dumpsters and temporary restroom facilities cannot be placed on the streets.
- Commercial vehicles, trailers and equipment cannot be parked on the street overnight.