Permit No. _____

Permit Fee _____

Is property in a flood plain: Yes No

APPLICATION FOR BUILDING PERMIT – LONG FORM COMMERCIAL

City of Oregon, Illinois

115 N. 3rd St. ♦ Oregon, IL 61061 ♦ (815)732-6321 ♦ Fax: (815)732-7292

I (we), hereby make application for a permit to perform the following described work:

Zoning Class: ___ R1 (1 family dwelling) ___ R2 (2 family dwelling) ___ R3 (multi family dwelling)

___ Commercial ___ Industrial

Applicant: ☐Owner ☐Contractor

_____
(Address of Lot)

_____
(Contractor)

_____
(Name of Owner)

_____
(Contractor Phone Number or Email)

_____
(Address of Owner)

_____
(Phone Number)

Give total number of square feet in overall area of each floor and basement including breezeways, garages, porches, etc.	
Basement	sq. ft.
1st floor	sq. ft.
2nd floor	sq. ft.
Garage	sq. ft.
Other:	sq. ft.
	sq. ft.
	sq. ft.

$_____
(Estimated cost of proposed improvement)

Parcel (PIN) Number _____
This number is on your tax bill, or call the Assessment Office: 815-732-1150

The card furnished with this permit is for display at the construction site and ***must*** be visible from the street upon which the construction fronts.

I (we), hereby agree to perform the above-described work in accordance with all building regulations and zoning codes of the City of Oregon and in accordance with all plans and specifications submitted to obtain this permit.

Signed _____
(Owner, agent)

Date _____

This application is hereby approved upon payment of the required fee and approval of the Building Inspector.

Date _____

_____
Building Inspector

Starting work without a permit
Two (2) times the permit fee

NOTE: Please call Aaron Moore for all required inspections – (815) 677-0516

Return a PDF or handwritten form to City Hall. No photographs of forms will be accepted.

Please furnish names, addresses and telephone numbers of the following:

General Contractor:

_____

_____

_____

Plumbing Contractor

_____

_____

_____

License No: _____

Electrical Contractor:

_____

_____

_____

Heating Contractor:

_____

_____

_____

Concrete Contractor:

_____

_____

_____

Other:_____

_____

_____

_____

Inspections

Inspections are scheduled for a.m. or p.m. Monday through Friday.

Allow 24-hour advance notification for all inspections.

Give permit number, name, and address when calling for an inspection.

Work must begin within 6 weeks of issuance of permit.

Permit is valid for 1 year from the date of issuance but can be renewed for an additional fee.

The applicant's signature below indicates the information contained in this application and on any accompanying documents is true and correct to the best of their knowledge.

In consideration of this application and the attached forms being made a part thereof, and the issuance of permit, I will conform to the regulations set forth in the City of Oregon Ordinances. I also agree that all work performed under said permit will be in accordance with the plans and plot diagram which accompany this application, except for changes as may be authorized by the Building Officer and that inspections will be conducted in accordance with the inspection procedure sheet.

_____ _____

Signature of Owner or Agent Date

Please provide a diagram of the work being done.

Needed for all permits other than new buildings:

- Lot dimensions
- Location & size of **all** buildings on the lot
- Description of work being done
- Distance of new construction from lot lines
- Materials being used
- Building height

For remodeling:

- Floor plan & room dimensions
- List of work being done
- Materials being used

CITY OF OREGON

NEW CONSTRUCTION – ONE & TWO FAMILY DWELLING

ADDITION - ONE & TWO FAMILY DWELLING

REMODELING – ONE & TWO FAMILY DWELLING

ALTERATIONS – ONE & TWO FAMILY DWELLING

In conformance with:

- International Building Code – Current Edition
- National Electric Code – Current Edition
- Illinois State Plumbing Code – Current Illinois Code
- City of Oregon – Municipal Code
- City of Oregon – Zoning Code

The checklist shall not be used to list required information. The requested information shall be placed on the plans or required schedule of materials.

Plans, schedules, completed application forms, soil test reports and fees shall be submitted prior to permit issuance.

NOTICE:

The payment of such additional fees, review and/or approval of plans is not meant to imply that all errors and omissions are noted herein, nor does it relieve the applicant from answering to and complying with, all requirements and regulations of the City of Oregon.

Applicants must submit a copy of Roofer & Plumbers License and an Electrician's registration.

The following is a request for information to be used for plan approval prior to issuance of a building permit. The information requested is a partial list and should not be used for plan approval prior to the issuance of a building permit. The information requested is a partial list and should not be used as a reference for specific details.

Contact the City Clerk's Office to pay for sewer and water connection, water turn-on, main tap, and water meter fees.

Call J.U.L.I.E 48 hours prior to digging: 1-800-892-0123

Two (2) complete sets of plans shall be submitted for review and

Two (2) site plans including the following:

- Site Plan with grading plan (existing and proposed)
- Plat of Survey with proposed construction location to scale with dimensions
- Footing and foundation
- First floor
- Second floor
- Floor framing
- Roof framing
- Plumbing line drawings with isometric drawings
- Electric system plans and electric panel schedule
- Mechanical plans
- Quarter and half sections, indicating details not shown on plans
- Front, rear and side elevations
- Provide light and vent calculation for house and basement

Additional information may be requested prior to issuance of a building permit.

THE FOLLOWING INFORMATION SHALL BE INCLUDED ON PLANS

Grading plan showing proposed grades, site drainage patterns, etc. Also show existing and proposed grade elevations or contour lines along and within 10 feet of lot lines.

SPECIFIC DETAILS REQUIRED FOR PLAN REVIEW

- Footing sizes
- Footing depth below grade details
- Footing for columns (size, placement)
- Basement foundation (size)
- Footing drains and sump
- Foundation damp-proofing
- Girder beam
- Column for beams (size and type)
- Sill size and bolt spacing
- Exits and landings
- All framing size, species, grade, spacing
- Floor and decking (size and type)
- Floor joists (size, species, grade, spacing)
- Floor truss (submit engineered shop drawings)
- Exterior and interior bearing and non-bearing walls (size, type, species, grade, spacing)
- Inside wall covering (type)
- Outside sheeting and wall covering (size and type)
- Wall bracing
- Draft stopping
- Fire stopping

STAIRWAYS: *

_____ Riser – max. 7¾” min. width 36” clear width
_____ Tread min. 10” clear of tread above
_____ Clearance for headroom – min. 6’8”
_____ Handrails and guardrails (height and spacing)
_____ Under stair protection

*The building inspector has the discretion to modify these provisions up to a maximum riser of 8” min. width 36” clear width and tread minimum 9” clear of tread above if required by the plans submitted.

INSULATION R-VALUES OF:

_____ Ceilings
_____ Walls
_____ Foundation wall above grade
_____ Floors over unheated area
_____ Slabs

WINDOWS:

_____ Windows must be at least 8% of floor area and at least 4% ventilation area
_____ Min. one (1) egress window in every sleeping room with min. net clear opening of 5.7 sq ft with a min. net clear opening height of 24” and min. clear width of 20”
_____ Windows must be safety glazed when installed in hazardous locations

ROOF:

_____ Truss (manufacturer, number, size, spacing, engineer’s specifications)
_____ Rafters (size, species, grade, spacing)
_____ Shingles (weight, size)
_____ Sheeting (type, size)
_____ Pitch
_____ Ceiling joists (size, species, grade, spacing)
_____ Attic ventilation

ELECTRIC:

_____ Light fixtures – location
_____ Receptacles – location
_____ Ground fault interceptor protection – location
_____ Electric service – size and location
_____ Electric service disconnect – location
_____ Grounding – service, panel, and water meter bonding
_____ Electric system plans and electric panel schedule
_____ Smoke detectors – 100 V. operated with battery backup are required in each sleeping room and on each level of house and immediate vicinity of bedrooms including basement and shall be interconnected

FIREPLACE:

_____ Factory built (model, size, placement)
_____ Masonry (size, type, placement)

CHIMNEY for heating Unit:

_____ Factory built (type, size model, height above roof, specifications)
_____ Masonry (size, type, height above roof)

CRAWL SPACE:

_____ Polyethylene sheeting, covered with a 2” coarse stone
_____ Must have an access way of at least 18”x24”
_____ Must be ventilated
_____ Must be cleared of any vegetation and organic material

GARAGE:

_____ No opening between garage and sleeping rooms
_____ Floor shall be min. 4” concrete over min. 4” crushed stone with #10 wire mesh
_____ Garages shall have ½” gypsum board on all walls and ceilings common to dwelling
_____ Garage-to-house door shall be min. twenty (20) minute fire rated and shall be labeled
_____ Garage shall have an approved surface, and sloped toward the main vehicle entry doorway
_____ Garage shall have at least a 6” step up from garage floor to house

PLUMBING:

_____ Copper water supply lines are required to be type “L” or “K”
_____ The basement, or lowest level, is required to have a floor drain
_____ A gas-tight, vented sump is required for any plumbing fixtured or floor drains below the sanitary sewer
_____ The vent extension through the roof shall be a minimum of 3” and have a diameter of 1” larger than the vent it terminates
_____ Show floor drains
_____ Identify piping materials
_____ DWV riser diagram
_____ Water riser diagram
_____ Test method of piping systems

HVAC:

_____ Provide a note on drawing that states: All mechanical equipment shall have the manufacturer's specifications and installation guide attached to the unit at the time of inspection

ITEMS TO SUBMIT WITH COMPLETED APPLICATION

- Site plan showing location of detached garages, sheds, fences, gates, pools, and all meters and location of utility pole or transformer

ALLOW 24 HOURS ADVANCE NOTIFICATION FOR ALL INSPECTIONS

GIVE PERMIT NUMBER, NAME, ADDRESS AND TOWN WHEN CALLING FOR INSPECTIONS

Building Inspector, Aaron Moore: 815-677-0516

RESIDENTIAL ELECTRIC SERVICE & PANELS REGULATIONS

All electric work to be installed in conformance with the most current National Electric Code and all City of Oregon codes and ordinances as amended below:

ENTRANCE CABLE – 338.0

- May be type SE and USE
- Entrance cable to be rated the same as main breaker size
- Main breaker panes, meter base and entrance cable to be compatible

CONDUCTOR SIZES

Copper	Copper Clad or Aluminum	Ratings in AMPS	Grounding Conductor	
AWG	AWG		Copper	Copper clad aluminum
4	2	100	8	6
2/0	4/0	200	4	2

UNDERGROUND COVER REQUIREMENT – 300.5

Direct burial cables or conductors: 24”
Metal conduit – 6” Mon-metallic conduit – 18” Under Driveways – 18”

OVERHEAD SERVICE CLEARANCE – 225.18-225.19

Finish Grade Driveways	Streets, Alleys, Roads	Above Roof	Horizontal clearance from Windows, Doors, Porches, etc.
12’	18’	8’	3’

The City measures all horizontal and vertical clearances when inspecting services, above listings are minimum measurements.

GROUNDING – 250

- Two (2) 8’ ground rods spaced 6’ apart with continuous grounding conductor properly sized, driven flush or below grade unless protected from physical damage
- Grounding conductors not protected from physical damage to be in metal conduit, non-metallic conduit, electrical metallic tubing, or cable armor

LOCATION

CALL J.U.L.I.E. (1-800-892-0123 or 811) PRIOR TO DIGGING

- All meter bases to be installed outside, accessible to meter reader, subject to electrical engineer’s approval
- The height of meter base to be a minimum of 4’8” to 5’6” to center of meter
- Duplexes, apartment houses, etc. shall have banked meters

NOTICE TO ALL BUILDERS

City approved plans must be on the job for all inspections.

All inspections will be made according to the approved plans.

Building and Zoning Department requires that the following inspections be made on all buildings:

1. **SET BACK INSPECTION** is required before excavation. Structure must be staked out on the lot and all lot pins must be located.
2. **FOOTING FORM INSPECTION** is required before footings are poured.
3. **FORM INSPECTION** is required prior to pouring foundation walls, where reinforcing steel is required.
4. **FOUNDATION WALL INSPECTION** is required before backfilling. Damp proofing, drain tile and stone covering the drain tile will be inspected at this time.
5. **FLATWORK CONCRETE INSPECTION** of the garage, basement, other floors, and stoops may be made at any time during the construction process.
6. **FRAMING AND ROUGH-IN INSPECTION** is required before any inside wall covering or insulation is installed and before exterior sheathing is covered. All framing must be completed, and rough electric, plumbing and HVAC terminals are to be roughed in.
7. **ELECTRICAL SERVICE INSPECTION** may be made at any time after backfilling.
8. **INSULATION INSPECTION** is required before any wall coverings are installed.
9. **FINAL INSPECTION** is required before occupying a building or structure after all work has been completed. You must have a receipt of the Certificate of Occupancy before occupying the building or structure.

In addition to the inspections above, the Building Department may make and require additional inspections to assure compliance with this code and requirements enforced by the Building Department.

Building permits are good for one year but may be renewed for a fee.

Call Aaron Moore (815) 677-0516
or Oregon City Hall (815) 732-6321
for an inspection appointment.
Give applicant name, permit number, address or lot number, and town.
24-hour notice is required.

The City of Oregon uses the current year International Building Code.

Conditions of Building Permit
City of Oregon, IL

Notice of Connection

To All Residents:

Anytime there is a need to connect to any City utility – water, storm sewer or sanitary sewer – we will need a 72-hour notice prior to connection.

This is only fair to the citizens of Oregon who sometimes experience an interruption in their service or rusty water. When water is shut off and turned back on, our customers often find rust in the water. The added time gives us a chance to warn of the possibility of rust in the water.

Anytime a locate order comes from J.U.L.I.E. and the dig has started before the designated time and before we have had a chance to mark our utilities, there will be a fine levied for at least $250.00 and not more than $750.00 for each offense.

Sincerely,
City of Oregon

Temporary Toilet (Porta-Potty) Law

The Governor has signed into law 94-0042 that requires temporary toilets during construction.

Temporary toilets must be within 300 feet of the structure.

It will not be necessary for each house to have one IF other contractors share in the cost, as in a subdivision of new homes. If there is an isolated fill-in home, it will require its own toilet.

Commercial and industrial buildings also require temporary toilets.