

RESIDENTIAL ADDITION

Village of Flossmoor, Illinois
Inspectional Services Department
2800 Flossmoor Road
Flossmoor, IL 60422

Monday through Friday 8:30 a.m. – 12:30 pm, 1:30 p.m. – 5:00 p.m.
Phone: 708-947-4101
Fax: 708-335-5490

THIS IS A LIST OF THE MOST FREQUENTLY ASKED QUESTIONS AND ANSWERS REGARDING RESIDENTIAL ADDITIONS

Q. Do I need a permit?

- A. Yes. The review time varies based on the number of applications we are currently processing. Generally, 7 to 10 working days are required for processing.

Q. How much will a permit for an addition cost?

- A. Permit fees vary based on cost and scope of work. Fees are assessed based on the Flossmoor Municipal Code, Chapter 150.

Q. How do I apply for a permit?

- A. Complete the building permit application and bring in three (3) sets of plans. These plans must be stamped by an architect registered in Illinois. A set of plans should consist of all floor plans, elevations, cross sections and details. Also include stamped structural calculations for trusses and a Res-Check.

Attach a copy of a current Plat of Survey and a site plan showing the existing home and location of the proposed addition. Be sure to indicate distance from lot lines to the wall of the new addition.

A topographical survey may be requested during plan review if deemed necessary based on location or unusual condition of your property

Q. Where should the permit placard be placed?

- A. The yellow permit placard should go in a window or where it can be seen from the street.

Q. Can I do my own electrical wiring?

- A. Yes, as long as you are the homeowner and living in the house. An electrical permit is still required.

Q. Can I do my own plumbing work?

- A. Yes, as long as you are the homeowner and living in the house. A plumbing permit is still required.

Q. Are there restrictions if my property is located in a flood hazard area?

- A. Check with the Public Works Department while planning your project to see if your property is located in a flood hazard area. If so, construction of any type may be limited or banned altogether.

Q. Must I have the lot line identified?

- A. The only way to ensure that the addition is properly located on your property is to locate the lot corners with stakes or a reference line from corner to corner.

NOTE: The property owner is responsible for correct placement of structures upon a parcel of land to comply with the building and zoning laws.

Good luck with your project! Remember we are here to serve and protect you, our residents.

PLEASE CALL J.U.L.I.E. AT 811 OR 1-800-892-0123 TO PLACE A UTILITY LOCATE REQUEST. THIS SHOULD BE DONE AT LEAST 3 DAYS PRIOR TO STARTING YOUR PROJECT. ONLINE REQUESTS CAN BE MADE AT <http://www.illinois1call.com>.