



Village of Round Lake Building Department

442 N. Cedar Lake Road Round Lake, IL 60073

Ph. 847-546-0963 Fax 847-546-1872

www.eroundlake.com

COMMERCIAL NEW BUILDING

1. Completed permit application
2. Completed subcontractors list.
3. Certificate of liability insurance for each subcontractor.
4. Copy of license from electrician, plumber and roofer.
5. Seven (7) sets of architectural stamped plans including parking plans.
6. Two (2) copies of plat of survey.
7. Two (2) copies of topographic survey.
8. Business license – apply in Administration.
9. One (1) set of plans brought to Lake County Health Dept. when food is involved.
10. One (1) set of plans brought to Lake County Public Works Dept.
11. Sign permit application with specifications conforming to Village Code.
12. Plan reviews required:
 - a. Building (fee included in permit price)
 - b. Plumbing (fee included in permit price)
 - c. Village of Round Lake Public Works (fee included in permit price)
 - d. Fire Dept. (separate plan review fee charged by Fire Department)
 - e. Engineering (fee included in permit price)
 - f. Lake County Health Dept. when food is involved (separate plan review fee charged by Lake County – to be submitted by applicant)
 - g. Lake County Public Works (separate plan review fee charged by Lake County – to be submitted by applicant)
13. The Village of Round Lake is using the 2006 IBC code, current IL State Plumbing Code, 2005 NEC, 2012 IECC and IL Accessibility Code.