



Village of Round Lake Community Development

442 N. Cedar Lake Road, Round Lake, IL 60073

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

www.eroundlake.com

COMMERCIAL BUILD-OUT

PERMIT SUBMITTAL CHECKLIST

- Complete and sign permit application.
- Complete subcontractors list.
- Certificate of liability insurance from general contractor.
- Copy of license from electrician and/or plumber.
- Copies of contractors contracts showing/including scope of work.
- Four (4) sets of plans drawn to-scale (1/4 inch or 1/8 inch equals 1 foot is preferred) floor plans (***all dimensions included***). Plans must identify and show space as is (before build-out), the location of existing and proposed utilities, plumbing and electrical fixtures, equipment, electric panel, receptacles, existing walls and proposed walls, room use, and the nature of work to be performed as concisely and clearly as possible.
- Plumbing plans must be described with a diagram and an isometric drawing including type of grease interceptor if applicable.
- Hood fire suppression plans when cooking is involved.
- Appliance specifications and locations.
- Parking plans to include number of spaces and A.D.A. spaces.
- One (1) set of plans brought to Lake County Health Dept. when food is involved.
- Sign permit application with specifications conforming to Village Code.

Permit applications will NOT be accepted without all of the above requirements.

PERMIT FEES

Please refer to the Village of Round Lake Municipal Code 20.56.010.

BOND REQUIREMENTS

A \$250.00 refundable cash bond is required.

PLAN REVIEWS REQUIRED

- Building (fee included in permit price)
- Plumbing (fee included in permit price)
- Fire Dept. (separate plan review fee charged by Fire Department)
- Lake County Health Dept. when food is involved. (separate plan review fee charged by Lake County)

The Village of Round Lake has adopted, with amendments, the 2018 IBC, 2018 IEBC, 2018 IMC, 2018 IFGC, 2018 IFC, NEC 2017, 2018 IPMC, current Illinois Energy Conservation Code, current Illinois State Plumbing Code and the current Illinois Accessibility Code. See village web site for village amendments to these codes.