

ADDITION REQUIREMENTS

All contractors and subcontractors doing business in the Village of Hawthorn Woods **must be registered with the Village**. The term “contractor” and “subcontractor” shall include, but not be limited to: any homeowner or company who undertakes to construct, alter, improve, install, repair, remodel, rehabilitate, renovate or move any land, house, building or other structure (of any kind or nature, whether residential or not) or any fixture or any other item that is located on or in the ground and/or attached to something that is located on or in the ground. All registrations are \$150.00 per year.

ENERGY EFFICIENCY COMPLIANCE

By ordinance, The Village Board has adopted the 2012 International Energy Conservation Code Requirements for Construction”. Effective September 1, 2006 all plans submitted for building permit for either a new home or addition must comply with:

- 2000 Edition International Residential Code
- Illinois State Plumbing code current edition
- 2012 International Energy Conservation Code
- Hawthorn Woods Zoning Ordinance.

Hawthorn Woods is in **Zone 5** (taken from table 301.1 of the 2012 National Energy Conservation Code). Zone 5 has **HDD (Heating Degree Days) of 6,500 – 6,999** which indicates the required R-values for our zone.

Unless minimum R-values and construction wall/roof assemblies are clearly indicated showing compliance with Table 301.1, plans will be rejected. Minimum R-values will be required for the following:

Walls above grade	(2 X 4) R-20or 13/5
Ceilings & Attics	R-49
Basement walls	R-19
Crawl spaces	R-19
Joist ends	R-21
Floors	R-30
Glazing “U” factors	.32 or less
See chapter 4 for additional information	

An alternative method is to demonstrate compliance by providing a REScheck calculation as provided by a free download proof of compliance program issued by the Department of Energy.

Go to www.energycodes.gov/rescheck and click on Download REScheck software. Simply insert the actual R-values for various components of the building envelope and requested in the REScheck worksheet. A notice of COMPLIANCE or NON-COMPLAINCE will be issued upon completion of the worksheet. The design professional will sign the worksheet and submit the copy with the permit application.

HAWTHORN WOODS
BUILDING DEPARTMENT PERMIT PROCEDURES

CHECKLIST FOR OBTAINING A BUILDING PERMIT

The following information is required to obtain a building permit. Incomplete or inaccurate information will delay the processing of your permit.

- Obtain contractor/subcontractor registration through the Village.
- Completed building permit application. (We cannot accept incomplete applications).
- (3) sets of complete plans indicating existing conditions and proposed new work.
- Plans should be prepared by a licensed Illinois Architect for any structural work that is required. Interior alterations may not require stamped drawings if permission is received from Village.
- Exterior additions altering original footprint and occurring on homes serviced by a private septic system will require approval by the Lake County health department **PRIOR** to submission.
- (3) copies of site development/grading plan prepared by a registered professional engineer. See Section 8-6-3 of the Village Code.
- Lake County Health Department well & septic approvals required if applicable.
- Homeowners Association approval (if applicable).
- (2) plats of survey.
- \$350.00 Plan review fee due at time of application

PERMIT FEE

Permit	\$750.00
Refundable Bond	\$4000.00
Total	\$4750.00

*Fees do not include any re-inspections or re-reviews

INSPECTIONS

Prior to any lumber being delivered, a spotted survey showing top of foundation elevations and building set back locations are required. This survey must be returned prior to framing.

The following inspections *may* be required during the construction of a home addition/renovation:

Site	Underground Plumbing
Gas Piping	Aboveground Plumbing
Footing	Final Plumbing
Foundation	Rough Electric
Flatwork & Patio	Final Electric
Backfilling	Final Building
Rough Framing	Fireplace
Insulation	
Grading	

Inspections: To schedule an inspection 24 hours in advance, please contact the Building Department @ 847.847.3586 or 847.847.3537 Monday through Friday 8:00 am - 4:30 pm. Please do not leave a message, as we cannot guarantee the inspection. Note: There will be a re-inspection fee of *double* the amount if the inspector is unable to give approval and has to perform another inspection.

The information in this handout is intended to be general in nature and is not a substitute for applicable Village codes or ordinances. Please visit our website at www.vhw.org with questions relating to building codes, inspections or construction procedures.