



Building Department  
98 E. Third St.  
Manteno, IL. 60950  
Phone 815-929-4803  
Fax 815-468-8240

## RESIDENTIAL REMODEL KITCHEN, BATHROOM, OR INTERIOR

### **BUILDING PERMIT**

A building permit is required **before** construction begins.

### **CONTRACTOR LICENSING**

All contractors who work in the Village must be licensed.

### **Information to be submitted when applying for a permit:**

1. \_\_\_\_\_ Complete and sign a Building Permit Application.
2. \_\_\_\_\_ All contractors must be registered, licensed and insured accordingly.
3. \_\_\_\_\_ Supply a copy of floor plan if the layout is changing.
4. \_\_\_\_\_ A detailed copy of complete Scope of Work including plumbing, electric, HVAC, gas piping, framing, and any other work.

### **Permit Cost:**

- Permit Fee: \$5.00 per \$1000.00 of project value and cost. Do not include items in the project value that do not require inspection for instance flooring, cabinets, appliances, drywall, and etc.
- Administrative Fee: \$20.00
- Inspection Fee: \$30.00 per inspection

**PERMIT FEE + ADMINISTRATIVE FEE + INSPECTION FEE = TOTAL COST OF PERMIT**

### **Application Must Include:**

- Floor plan showing room before and after remodel if the floor plan is changing.
- Electrical - Complete written scope of new or altered electrical work.
- Plumbing – Complete written scope of new or altered plumbing work.
- Mechanical - Complete written scope of new or altered HVAC work.
- *All mechanical additions or alterations must be shown on the plan.*

### **Inspections:**

- Rough inspections for plumbing, electrical, framing, mechanical and firestopping are required.
- Final inspections are required after completion of all work.
- Call to schedule an inspection at our Building Department at (815) 929-4830.