

VILLAGE OF PLAINFIELD

COMMERCIAL PLAN REVIEW REQUIREMENTS

THE FOLLOWING LIST OF ITEMS IS TO ENSURE ALL REQUIREMENTS ARE MET FOR THE BUILDING DEPARTMENT.

- Schedule Preconstruction meeting.
- Completed “Commercial” permit application form.
- Completed “Construction Conduct” form.
- Water Supply Fixture Calculation form.
- The General Contractor and all Sub-Contractors need to register with the village.
- Plan Review Deposit - \$200.00. If the plans are reviewed by an outside consultant the plan review fee will equal the cost of this service.
- Three (3) complete sets of plans signed, sealed and dated by the architect/engineer are required for plan review. Two (2) sets will go to the Building Department and One (1) set will need to be delivered for review to: the Plainfield Fire Protection District, 15025 S. DesPlaines Street, Plainfield, Illinois 60544, Attn: Jon Stratton.
- If the proposed plan is a restaurant, or food related and sold retail, a set of plans must be sent for review to: The Will County Health Department (Northern Branch). 323 Quadrangle Drive, Bolingbrook, Illinois 60440.
- The plans must pass the following codes in order to issue a permit. Building, Electrical, Plumbing, Fire and Accessibility along with any requirements from the Planning Department.

FAILURE TO SUBMIT ALL ITEMS FOR PLAN REVIEW SHALL CAUSE THE PERMIT APPLICATION TO BE REJECTED.



COMMERCIAL PRECONSTRUCTION REQUIREMENTS

**A PRECONSTRUCTION MEETING IS REQUIRED
WITH THE BUILDING DEPARTMENT PRIOR TO
ANY PERMIT APPROVAL**

Contact the Building Department at (815) 439-2937 to set up a meeting with Dean Marquez, Building Official

VILLAGE OF PLAINFIELD

COMMERCIAL PLAN REVIEW CHECKLIST

- A title block which includes:
 - Type of construction
 - Use Group
 - Height & Area calculations
 - List of all installed fire protection
 - List of all design options

- Site plan

- Three (3) complete building plans showing use of all areas.

- All appropriate wall, floor and foundation section

- Complete door schedule with catalog cuts for all doors and hardware (including locksets).

- Complete window and glazing schedule.

- Complete interior finish schedule with flame spread ratings.

- List of all design loads for the building.

- Complete information for all special occupancy requirements (open well, high rise and covered mall.)

- Complete information for all special structures (Skylights, roof, panels, awnings etc.)

- Soil test

- Signed and sealed plans and structural calculations

- Sequence of operations for all special systems (smoke control, elevator recall etc.)

- Verify compliance of Energy Code through ComCheck. (See www.energycodes.gov)

VILLAGE OF PLAINFIELD

RECAPITULATION OF BUILDING CODES

THE VILLAGE OF PLAINFIELD UTILIZES THE FOLLOWING CODES
DURING THE PLAN REVIEW AND INSPECTION PROCESS:

BUILDING

- ❑ 2003 INTERNATIONAL BUILDING CODE
- ❑ 2003 INTERNATIONAL RESIDENTIAL CODE
- ❑ 2009 INTERNATIONAL ENERGY CONSERVATION CODE – RESIDENTIAL
- ❑ 2009 INTERNATIONAL ENERGY CONSERVATION CODE - COMMERCIAL
- ❑ 2003 INTERNATIONAL PROPERTY MAINTENANCE CODE
- ❑ 2007 VILLAGE OF PLAINFIELD BUILDING CODE
- ❑ STATE OF ILLINOIS ACCESSIBILITY CODE – 5/97 ISSUE

ELECTRICAL

- ❑ 2005 NATIONAL ELECTRICAL CODE (NEC)
- ❑ 2007 VILLAGE OF PLAINFIELD BUILDING CODE

MECHANICAL

- ❑ 2003 INTERNATIONAL MECHANICAL CODE

PLUMBING

- ❑ 2004 STATE OF ILLINOIS PLUMBING CODE (INCLUDING ALL LATEST AMENDMENTS AND NEW SECTIONS ADOPTED)
- ❑ 2007 VILLAGE OF PLAINFIELD BUILDING CODE

FIRE PREVENTION

- ❑ 2003 INTERNATIONAL FIRE CODE – (INCLUDING ALL LATEST PLAINFIELD FIRE AMENDMENTS AND NEW SECTIONS ADOPTED)

NOTE: FIRE PROTECTION REQUIRES INSPECTIONS FOR ALL COMMERCIAL, INDUSTRIAL, INSTITUTIONAL BUILDINGS AND RESIDENTIAL STRUCTURES OVER TWO (2) UNITS.

VILLAGE OF PLAINFIELD

APPLICATION FOR COMMERCIAL BUILDING AND USE PERMIT

ADDRESS: _____ ZONING: _____

ESTIMATED VALUE: \$ _____ LOCATED IN FLOOD PLAIN: Yes / No

BUILDING PROPOSED: _____

*BUSINESS NAME: _____ *OPENING DATE: _____

SQUARE FOOTAGE OF BUILDING: _____
(Based on Total Gross Area)

CUBIC FOOTAGE OF BUILDING: _____
(Based on Average Height)

CONTRACTORS

GENERAL: _____
CONCRETE: _____
PLUMBING: _____
WATER/SEWER: _____
INSULATION: _____
ROOFING: _____
SIDING: _____
OTHER: _____

CARPENTRY: _____
ELECTRICAL: _____
EXCAVATOR: _____
HVAC: _____
MASONRY: _____
GYPSUM: _____
EFIS: _____

OWNER/CONTRACTOR

OWNER/LESSEE: _____
Street: _____
City, State, Zip: _____
Phone: (____) _____
Fax: (____) _____
Email address: _____

CONTRACTOR: _____
Street: _____
City, State, Zip: _____
Phone: (____) _____
Fax: (____) _____
Email address: _____

I hereby declare that the above and attached information is correct and agree, in consideration of and upon issuance of a Building & Use Permit, to do or allow to be done only such work herewith applied for, and that such premises and its existing and proposed buildings or structures shall be used or allowed to be used for only such purposes as are set forth above or other uses permitted in the district.

Print Name: _____

Sign Name: _____

Permit Issued By: _____
(BUILDING OFFICIAL)

(PLANNER APPROVAL)

Date: _____

In Illinois it is the Law to call:
JULIE, INC. @ 1 (800) 892-0123 – Two (2) working days prior to digging to locate utilities.

VILLAGE OF PLAINFIELD

CONSTRUCTION CONDUCT

The Village of Plainfield has established a variety of regulations to protect and promote the health, safety and general welfare of the citizens. In general terms, the Village expects construction projects to be conducted with consideration and courtesy towards neighboring residents. Among these regulations, contractors and sub-contractors should be aware of the following critical areas:

- ❑ STREETS AND SIDEWALKS – All streets and sidewalks shall be kept free of rubbish, debris, dirt, gravel and mud during all phases of construction. Streets shall be cleaned day to day or as deemed necessary upon determination by the Village Building Official.
- ❑ DUST CONTROL – Construction and demolition projects causing dust and airborne particles must take all necessary steps to control such dust. This may include watering down work sites.
- ❑ MATERIAL ON PUBLIC PROPERTY – Upon completion of related work, all materials shall be promptly removed from public property including all streets, alley and sidewalks. Such public property shall be restored to its pre-construction condition
- ❑ RUBBISH CONTROL – All construction rubbish and waste materials must be properly contained in a metal container at all times during the construction project to maintain an orderly condition.
- ❑ OPEN BURNING – No person or contractor shall cause or allow the burning of refuse or construction debris on any site within Village limits. If open burning does occur, a “Stop Work” order shall be posted immediately, the fire extinguished, the site cleaned of all debris and a fine of up to \$500 shall be imposed, before the stop work is removed and construction continues.

Signature: _____

VILLAGE OF PLAINFIELD

Water Supply Fixture Calculations

Address: _____ Date: _____

Plumber: _____

<u>Fixture</u>	<u>Quantity</u>		<u>Fixture Units</u>		<u>Total</u>
Water Closet	_____	X	3	=	_____
Lavatory	_____	X	1	=	_____
Bathtub	_____	X	2	=	_____
Shower stall	_____	X	2	=	_____
Kitchen sink	_____	X	2	=	_____
Laundry tray	_____	X	3	=	_____
Dishwasher	_____	X	1	=	_____
Washing machine	_____	X	2	=	_____
Other	_____	X	_____	=	_____

Grand Total: _____

ALL SINGLE FAMILY HOMES WILL BE CHARGED FOR A 1” METER.

<u>Grand Total</u>	<u>Service Line – Meter Size</u>
Less than 30	1” service line = 3/4” meter
30 – 34	1” service line = 1” meter
Greater than 34	1-1/4” service line = 1” meter

THE PLUMBER MUST SIZE THE HOUSE ACCORDING TO THE WATER SUPPLY FIXTURE CALCULATIONS.



Letter of Intent

Electrical Contractors

Date: _____

Project Address: _____
Plainfield, Illinois

To Whom It May Concern:

It is the intent of _____ (name of company) to
perform the electrical work at the above address in Plainfield, Illinois as a subcontractor for
_____ (name of general contractor).

Name of Company: _____

Address: _____

Contact Person: _____

Contact Number: _____

Signature of Contractor: _____

The Building Department must be notified in writing to any changes to contractors.

14400 S. Coil Plus Drive, PLAINFIELD, ILLINOIS 60544
Direct number 815-439-2937, fax number 815-609-6114



Letter of Intent

Plumbing Contractors

Date: _____

Project Address: _____
Plainfield, Illinois

To Whom It May Concern:

It is the intent of _____ (name of company) to
perform the plumbing work at the above address in Plainfield, Illinois as a subcontractor for
_____ (name of general contractor).

Name of Company: _____

Address: _____

Contact Person: _____

Contact Number: _____

Signature of Contractor: _____

The Building Department must be notified in writing to any changes to contractors.

14400 S. Coil Plus Drive, PLAINFIELD, ILLINOIS 60544
Direct number 815-439-2937, fax number 815-609-6114

VILLAGE OF PLALINFAIELD

COMMERCIAL ELECTRICAL REQUIREMENTS

THE FOLLOWING LIST OF ITEMS IS REQUIRED TO ENSURE ALL REQUIREMENTS ARE MET FOR THE BUILDING DEPARTMENT ELECTRICAL INSPECTIONS.

1. Breaker lock outs for Exit and Emergency light circuits required.
2. Emergency lights required in all restrooms.
3. Low voltage wiring (fire alarm, phone, and sound) need stub-up piped raceway to ceiling.
4. Service feeds or transformer feeds across parking lots or driveways need to be 36 inches deep if in PVC pipe and backfilled with gravel. If less than 36 inches deep pipe must be rigid or PVC Pipe encased in concrete.
5. No services or panels in bathrooms.

PLUMBING/MECHANICAL CHECKLIST

Include the following with your drawings for plan review:

- ✓ Upon selection of mechanical equipment and appliances, submit the manufacturer's installation instructions to the building department.
- ✓ Cleaning schedule for commercial kitchen exhaust hood and duct system.
- ✓ Specifications for commercial kitchen exhaust hood suppression system. Indicate pipe size, minimum and maximum length, number of elbows and installation procedures and tests.
- ✓ Ventilation schedule indicating amount of supply air, exhaust air and outside air.
- ✓ Specifications for fixtures, pipe materials, joints and connections for all plumbing systems.
- ✓ Gas piping plans showing location, pipe sizes and materials.
- ✓ Plans showing complete water piping system, including all sizes.
- ✓ Indicate the location of the drinking fountains or indicate that bottled water will be provided.
- ✓ If copper tubing is to be installed, indicate solder for copper tubing for potable water distribution to be lead free solder.
- ✓ Working drawings for the required fire protection, suppression and detection systems when a contractor is chosen.
- ✓ Riser diagram for drainage, waste and vent system.
- ✓ Provide smoke duct detection if HVAC system has more than 2000 cfm.
- ✓ Provide 100V outlet for servicing rooftop appliances.
- ✓ Provide the average water usage in gallons per day to calculate the P.E. (population equivalent.)

77 ILLINOIS ADMINISTRATIVE CODE, PART 890
ILLINOIS PLUMBING CODE

Section 890. Appendix A PLUMBING MATERIALS, EQUIPMENT, USE
RESTRICTIONS AND APPLICABLE STANDARDS

Table N Water Supply Fixture Units (W.S.F.U.) for a Supply System with Flush Tanks

Water Supply Fixture Units (W.S.F.U.) for a Supply System with Flush Tanks

W.S.F.U.	Demand (GPM)	Pipe Size (Inches)	Pressure Loss (PSI/100' of Pipe)	Velocity (Ft./Sec.)	Meter Size (Inches)
2	2	1/2"	4.2	2.7	5/8"
4	3	1/2"	8.7	4.2	5/8"
6	5	1/2"	22.5	7.0	5/8"
8	6.5	3/4"	6.3	4.3	5/8"
10	8	3/4"	9.0	5.4	3/4"
12	9.2	3/4"	11.5	6.1	3/4"
14	10.4	3/4"	15.0	6.9	3/4"
16	11.6	3/4"	18.0	7.7	3/4"
20	14.0	1"	7.2	5.6	3/4"
25	17.0	1"	10.0	6.6	3/4"
30	20.0	1"	13.6	8.0	1"
35	22.5	1-1/4"	5.8	5.7	1"
40	25.0	1-1/4"	7.0	6.3	1"
45	27.0	1-1/4"	8.2	6.9	1"
50	29.0	1-1/4"	9.5	7.4	1"
60	32.0	1-1/2"	5.0	5.8	1-1/2"
70	35.0	1-1/2"	6.2	6.4	1-1/2"
80	38.0	1-1/2"	7.0	7.2	1-1/2"
90	41.0	1-1/2"	8.0	7.5	1-1/2"
100	43.5	1-1/2"	8.7	7.8	2"
120	48.0	2"	2.7	5.0	2"
140	52.5	2"	3.1	5.4	2"
160	57.0	2"	3.6	5.8	2"
180	61.0	2"	3.9	6.1	2"
200	65.0	2"	4.5	6.6	2"
225	70.0	2"	5.2	7.1	2"
250	75.0	2"	6.0	7.7	3"
275	80.0	2-1/2"	2.6	5.5	3"
300	85.0	2-1/2"	2.9	5.8	3"
350	95.0	2-1/2"	3.5	6.5	3"
400	105.0	2-1/2"	4.2	7.1	3"
450	115.0	2-1/2"	5.0	8.0	3"

(Appendix A/Tables-39)

VILLAGE OF PLAINFIELD

COMMERCIAL INSPECTION LIST

THE FOLLOWING LIST OF INSPECTIONS IS REQUIRED BY THE BUILDING DEPARTMENT, OTHER INSPECTIONS MAY BE REQUIRED DURING THE CONSTRUCTION PHASE.

THE CUT-OFF TIME FOR SCHEDUL8NG INSPECTIONS IS 3:00 P.M.
(NO EXCEPTIONS)

- FOOTING
- FOUNDATION WALL
- BACKFILL – After the Foundation Wall has been poured we must receive and approve the Spot Survey **PRIOR** to the Backfill inspection.
- ELECTRICAL SERVICE
- SEWER CONNECTION
- WATER CONNECTION
- UNDER SLAB PLUMBING
- UNDER SLAB ELECTRIC
- CONCRETE SLAB
- ROUGH’S – ELECTRIC, PLUMBING, FRAMING
- INSULATION
- FINAL INSPECTIONS – ELECTRIC, PLUMBING, BUILDING – We must receive and approve the Final Grade Survey **PRIOR** to the Final Building Inspection.

A MINIMUM “24 HOUR” NOTICE IS REQUIRED PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY.

VILLAGE OF PLAINFIELD

Commercial Final Inspection Checklist

The following inspections must be completed and approved prior to the building department's final inspection:

- ✓ Electrical
- ✓ Fire Department
- ✓ Health Department (Will County, Northern Branch)
(If applicable)
- ✓ Planning Department
- ✓ Plumbing
- ✓ Proof of Business License
- ✓ "Remove" (MXU) water meter reader installed by Water Department
- ✓ Submittal of Final "As Built" Survey – Both in paper and digital format (PDF, JPEG, BMP, TIFF or TIF format.)

Once the following inspections have been approved, then the "Final" building department inspection can be scheduled. Once this is completed then we can proceed with the issuance of the "Certificate of Occupancy."

- ✓ "Final" Building Department
- ✓ Certificate of Occupancy

VILLAGE OF PLAINFIELD

Fire Protection Requirements

All spaces to be equipped with smoke and heat detectors and monitored by a U.L. approved company per NFPA.

Pull stations as required per NFPA.

Utility rooms/locations labeled per Plainfield Fire District.

Fire Extinguishers installed and maintained per NFPA 10.

Knox Box for Fire Department access per Plainfield Fire District.
Sprinkler system as required per International Building Code 2003

ADA as required per International Building Code 2003.

Address posted per the Village of Plainfield, Building Code.