



LA GRANGE

Village of La Grange

53 S. La Grange Road, La Grange, IL 60525

lagrangeil.gov

PLAN REVIEW REQUIREMENTS

A Building Permit is required by the Village of La Grange for all matters concerning the erection, construction, alteration, addition, removal and demolition of buildings and structures.

An application fee based upon the [adopted fee schedule](#) must be paid at the time plans are submitted for review.

Please refer to the [Village's Zoning Code \(as amended\)](#) and the Building Codes which are available for your review [here](#) or on the Village Website under Building Code.

Plans will not be reviewed unless the following items are submitted;

MINIMUM PLAN REQUIREMENTS:

1. A PDF of all plan sets is required for commercial and industrial construction.
2. A PDF of architectural plans required for residential construction; and a PDF of engineering plans if engineering is required.

All Plan Submissions Shall Include:

1. Name and address of property owner(s).
2. Name, address, and phone number of person who prepared the drawings. The Seal of a Design Professional registered in the State of Illinois is required on all commercial or public occupied building plans. Architect sealed plans are also required for residential plans with a construction value at or above \$10,000 or involving any structural work.
3. The scale on all drawings.
4. An accurate description of the building use. (Please label all areas).
5. For new construction, additions and all exterior work provide current "to scale" plat of survey.

Landscape/Site Development Plan/Drainage Plan to include (new construction and additions within the building coverage percentages listed in [Policy Statement No. 600-02.1](#)):

Site development plans must meet the requirements of the [Residential Site Development Permit Packet](#)

Building Plans to Include:

1. Foundation Plan
 - a. Size and location of all footings and their reinforcement location and type.
 - b. Size and location of foundation and all reinforcement locations and type.
 - c. Location of all posts, girders, access openings and window well projection.
2. Floor Plans of each floor and basement; use of each space
 - a. Location, size and type of all doors, windows, plumbing fixtures, and walls.
 - b. For alterations or additions:
 - i. Show floor plan of new and existing building
3. Framing Plans
 - a. Show size, direction and spacing of all floor, ceiling and roof framing members, beams, headers, and columns.
 - b. Provide calculations for any laminated beams, truss joists, etc.
4. Elevations of all sides of new construction.
 - a. Depth of footings, foundation, and piers.
 - b. Finish grade and proposed foundation elevations.
5. Wall Sections Minimum of one:
 - a. If more than one type of construction issued in the same building, draw a wall section for each type of construction.
 - b. Floor, ceiling, and roof construction shall be shown.
 - c. The section shall be cut from the bottom of the footing to a point past the eave which will show the roof framing.
 - d. Indicate all floor and ceiling heights.
6. Details
 - a. Any unique framing details required to construct the proposed building (cantilevers, special connections, etc.)
 - b. Fireplace and/or wood stove drawings and details (if applicable).
 - c. Manufacturer's stamped truss design for each truss used (if applicable).
 - d. Show "R" factor for foundation, floor, wall, and ceiling insulation.
 - e. Indicate all existing trees on the lot and/or parkway and if the trees will be affected in any way by the construction. Also indicate any new trees being proposed for the lot and/or parkway.

7. Mechanical/Electrical/Plumbing Plans (MEP)and Details to include:

Commercial:

1. Location of electrical service and disconnect, panel, outlets, switches, panel schedule.
2. Location, size and materials of all air ducts, air inlets/outlets, ventilation air openings and combustion air openings.
3. Location of all fans, furnaces, heat pumps, boilers, condensers, absorption units, and refrigerant compressors.
4. Rate input/output capacity, in BTU or KW, for all equipment used in note "b".
5. Location, size, and material of all products of combustion vents and chimneys.
6. Rated CFM at exhaust fan, supply air and return air openings.
7. Location of all air dampers and fire shutters (if applicable).
8. Details of method of attaching fire dampers to construction as well as size and gauge of materials (if applicable).
9. Water supply, waste and vent isometric, service size, meter size, fixture unit count for new and existing (if applicable)

Residential:

1. Supply/ Return locations, heating/cooling calculations (Manuel S & J), location and type of all furnaces and AC condenser units.
2. Location of electrical service and disconnect, panel, outlets, switches, panel schedule.
3. Water supply, waste and vent isometric, service size, meter size, fixture unit count for new and existing (if applicable)

IF YOU DO NOT UNDERSTAND OR CANNOT PREPARE THE ABOVE PLANS, PLEASE SECURE OUTSIDE ASSISTANCE FROM THE PRIVATE SECTOR.

*All commercial/industrial sites are to include provisions for meeting Metropolitan Water Reclamation District (MWRD) permit requests. You must contact the MWRD at (312) 751-5600 for their permit application requirements. The Village cannot issue a building permit unless the MWRD has approved your plans.