VILLAGE OF NORTH BARRINGTON
PERMIT APPLICATION REQUIREMENTS

BUILDING ADDITONS, WOOD DECKS, SWIMMING POOLS, GARAGES, ETC.

(NON-WYNSTONE SITES)

- **Application Fee:**
  A $50.00 non-refundable application filing fee shall be paid at the time of application. The application fee will be applied to the total building permit fees due at the time of permit issuance.

- **Building Permit Application Form:**
  One (1) completed and signed copy of the Village of North Barrington Building Permit Application Form.

- **Plat of Survey:**
  Three (3) copies of a "Spotted" Plat of Survey of the property showing all existing buildings and structures on the property. Plat of Survey shall be prepared by a Licensed Illinois Land Surveyor.

- **Site Plan:**
  Five (5) copies of a site plan showing the location of the proposed construction, all existing buildings and structures, driveway, approximate location of all septic system components, water well location, etc. Existing and proposed topography should be provided if it will be changed.

- **Tree Survey and Tree Preservation Plan:**
  Five (5) copies of a tree survey and tree preservation plan prepared in accordance with Village Ordinance No. 861. Tree Survey shall indicate the location, size, species and condition of all Protected Trees. Tree Preservation Plan shall indicate the methods which are to be used to preserve existing Protected Trees during construction.

- **Architectural Drawings:**
  Three (3) copies of the architectural drawing showing in sufficient detail that the nature and extent of the work proposed will be in compliance with all applicable Codes and Ordinances. Unless specifically waived or directed otherwise by the Building & Zoning Officer, all construction drawings shall be prepared, signed, certified and sealed by a Licensed Illinois Architect or Structural Engineer.

- **Septic System Documents:**

  - "As-built" Septic System Drawing.

  - Lake County Health Department Approval: The Lake County Health Department must review **ALL** additions and alterations for possible encroachment into the required setbacks from septic systems (i.e. room additions, garages, pools, decks, driveways, sheds, etc.) or which may increase water usage (i.e. additional bedrooms or plumbing fixtures, etc.). It is the responsibility of the permit applicant to submit the necessary documents to the Lake County Health Department, Division of Environmental Health for a "Property Alteration" review. If Lake County has no objection to the proposed construction; please furnish a copy of the Property Alteration review letter to the Village of North Barrington. If you have any questions regarding requests for "Property Alteration" reviews and/or submission requirements please contact them at the following location:

    Lake County Health Department, Division of Environmental Health
    118 S. Main Street
    Wauconda, IL 60084 Telephone: (847) 526-1125

  - If the Village Health & Sanitation Officer and/or the Lake County Health Department determine that the well and/or septic system will be impacted by the proposed construction, additional procedures requiring the services of a Professional Septic Engineer may be required. This may involve the preparation of septic alteration design drawings; perform soil borings, percolation testing, etc.

- **Subdivision Architectural Approval:**
  In certain subdivisions, the Recorded Plat of Subdivision or Declaration of Conditions, Covenants & Restrictions contain language that establishes a subdivision architectural review and approval process. It is the permit applicant's responsibility to contact the appropriate Homeowner's Association in order to obtain this approval. Subdivision approval (when required) must be obtained in writing prior to submitting a building permit application to the Village. Permit applications will not be reviewed or acted upon until final approval has been granted by the subdivision and written confirmation submitted to the Village.