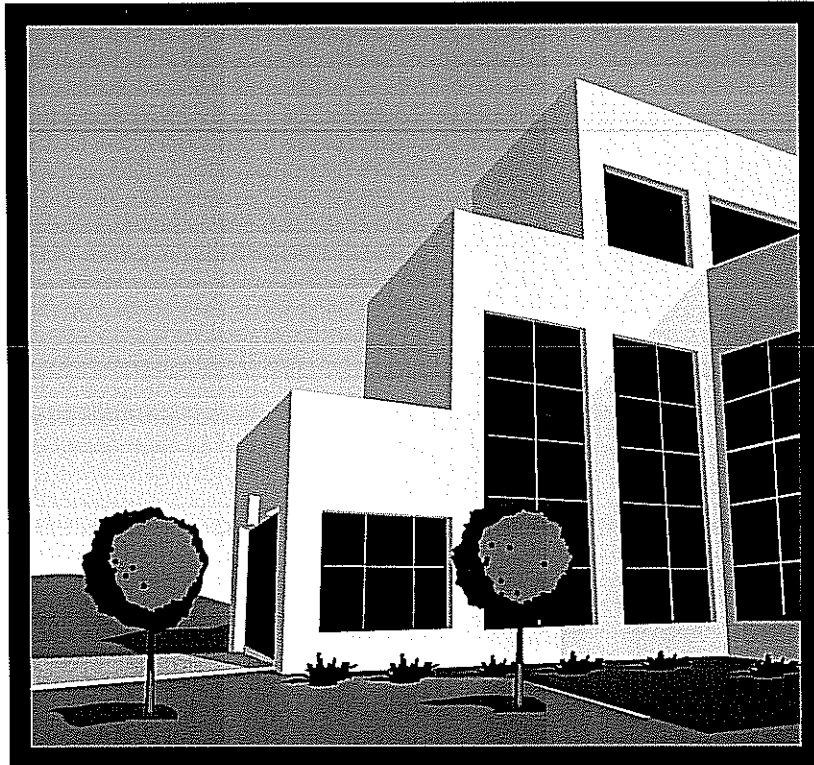


Village of Frankfort
432 W. Nebraska St
Frankfort, IL 60423
815-469-2177
Fax 815-412-2442

**COMMERCIAL/INDUSTRIAL
CONSTRUCTION GUIDELINES**



COMMERCIAL CONSTRUCTION GUIDELINES

The Village of Frankfort's Building Department is governed by ordinances and policies adopted by the Village Board under the leadership of Mayor Jim Holland, and periodically updated to reflect the changes in the International Building Codes. All Village ordinances and codes pertaining to building construction are on file at the Village of Frankfort Library or copies of the ordinances are available at the Village of Frankfort Administration office at 432 W. Nebraska.

The Village is committed to quality construction and stringent enforcement of all code related requirements. Therefore, there are many inspections that need to be done at certain stages of the project. These inspections give the building inspectors the opportunity to insure that the building is being constructed in accordance with the codes that the Village has adopted.

All contractors working in the Village of Frankfort must be registered, insured and bonded. Our goal is to work closely with all those involved in the construction process. Our success really depends on our commitment to communication, insistence upon quality construction and our ability to be FIRM BUT FAIR on all code related issues.

Note to all Builders and General Contractors, the Village of Frankfort adopted the 2006 ICC codes which include mechanical, building codes, and property maintenance codes, 2012 ICC energy conservation code. We also adopted the 2005 National Electrical Code and the 2004 Illinois Plumbing Code. With this in mind make yourself aware of these codes because there are substantial changes to the code.

Should you need additional information or have any questions, feel free to call the Building Department, at 815-469-2177, 8:00 a.m. to 4:00 p.m., Monday through Friday.

Sincerely,

VILLAGE OF FRANKFORT

Jeff Cook, Director of Building and Zoning
Zachary Brown, Planning & Building Supervisor
Dan Lee, Planner

And;

Tom Bartnik, Building/Mechanical Inspector
Contract Plumbing Inspector
Contract Electrical Inspector
Phyllis Flammond, Administrative Assistant

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ADDITIONAL ATTACHMENTS TO BE SUBMITTED AT TIME OF PERMIT APPLICATION

1. Building Permit Application.
2. Three sets of stamped architectural drawings for the project.
3. Engineering Drawings and Structural Drawings submitted
4. Submit Separate Landscaping Plan as part of the project (Separate Landscaping Permit required, and separate lawn sprinkler permit required).
5. Submit Separate Permits needed for Fire Suppression and Fire Alarm Systems (additional requirements need to be met. New construction of 3000 square foot or larger will require a separate fire sprinkler system permit through the Village and Fire District).
6. Plat of Survey and Grading plan matching the approved subdivision grading plan.
7. Developers Approval or Association Approval from the subdivision association on their letter head.
8. COM-Check (www.energycodes.gov) form submitted for project

Additional Procedures and Policies that must be followed

- 1) All Contractors who work in the Village shall be registered, bonded and insured by the Village as follows:
 - a. General Contractor Village Registration \$150.00, a \$25,000 License & Permit Bond. Insurance \$1,000,000 General Liability and workmen's comp. insurance with Village named as certificate holder.
 - i. The general contractor must ensure that all sub contractors have current registrations with the Village and that they maintained through the duration of the project.
 - b. Sub-contractors Village Registration \$75.00, also are required to provide a License & Permit Bond in the amount of \$15,000.00 as well as the General Liability Insurance for \$500,000.00 and workmen's comp. insurance.
 - c. *If the contractors are not maintained current registrations throughout the construction process then the job could be shut down and/or inspections not done until sub and/or general renew their information with the village. This could result in additional fines and stop work orders if this is not maintained during the entire duration of the project.*
- 2) The permit review process for commercial/industrial new construction projects will normally require three-weeks, (15 working days) providing that all documentation is submitted with the building permit application. Occasionally, due to the demands on the Building Department, this review may be delayed and require additional time. As a side note not having all contractors registered with the Village will delay the issuance of the permit.
- 3) All permits must be posted and properly secured on the job site and lot # displayed. No construction shall begin prior to 7:00 a.m. and no construction after 9:00 p.m. Monday – Friday and 8:00 a.m. to 8:00 p.m. Saturday and Sundays.
- 4) Procedures for all required inspections are outlined in Section D and must be adhered to, or the contractor will be subject to fines, and/or revocation of license.
- 5) It is the responsibility of the General Contractor to maintain a clean and safe construction site. A refuse container shall be located on site, and all debris shall be picked-up on a daily basis. *A stone construction driveway to eliminate mud on the streets is required and port-a-potty be placed on site for the contractors to use. Failure to comply may result in a Stop Work Order and/or fines.*
- 6) Any deviation from construction drawings must be approved by the Building Department, prior to the work being started. Structural alterations must bear the seal of the Architect of record or seal of a structural engineer.
- 7) Final grades including defining swales must be established prior to occupancy including an as-built of final grades, which must be in conformance with the engineered plans of the subdivision.
- 8) Additional permits are required for landscaping and lawn sprinkler systems. It is the responsibility of the owner/or builder to apply for the permits. The permit application must be accompanied with a Four corner elevation Plat of Survey (as-built or final grading plan) showing all drainage ways, and the flow of overland storm water runoff. Drainage ways and easements shall comply with the Village *Design Standards*, and Ordinance No. 1469.
- 9) Developer's approval or Association approval must be submitted before permit release.
- 10) All lot numbers must be displayed on the job site on all job sites or no inspections will take place.

11) Submit COM-check forms with permit submittals for new construction (www.energycodes.gov). Project must comply with 2012 IECC Code.

PLAN REVIEW

The Building Department uses an outside firm to perform a plan review on the stamped architectural drawings submitted with the building permit application. The purpose of a plan review is to identify possible code violations of the plans. This has proven to be very successful by identifying these deficiencies in the office rather than in the field. Although, there is a charge for this service, it has proven to save the permit applicant thousands of dollars, by making the revisions on the plans rather than corrections in the field. **However, failure to identify a code violation during the review process does not give the permit applicant the right to violate the code.** The final inspection must be in conformance with all applicable building and zoning codes of the Village of Frankfort. The Village of Frankfort also works closely with the Frankfort and Mokena Fire Protection Districts, and the Will County Health Department. Therefore, we would need their approvals as part of the process.

COMMERCIAL/INDUSTRIAL INSPECTIONS

The Building Department, in coordination with the Mayor and the Village Board, which have developed a list of required inspections for commercial and industrial projects with in the Village of Frankfort. Additionally special inspections are required in accordance with the code and the additional cost is to be paid by permit applicant.

1. Initial on-site Inspection
 - a. Erosion control for site
 - b. Construction driveway
 - c. Garbage dumpster location
 - d. Port-a-potty
2. Pre-Pour footing inspection(s):
 - a. Inspection shall be made prior to placement of concrete.
 - b. If poor soil conditions exist, an Illinois State Licensed Soil Engineer's report and site inspection will be required.
3. Pre-Pour foundation inspection(s):
 - a. Wall forms centered on footings
4. Backfill Inspection
 - a. Damproofing
 - b. Drain Tile
 - c. Foundation insulation
5. Spotted Plat of Survey (sealed by an Illinois State licensed surveyor or engineer).
 - a. This survey must show top of foundation and location of building to all lot lines.
 - b. This survey will be reviewed by the Building Department, and upon approval, framing construction can begin.
6. Rough Underground Plumbing
 - a. Sump pump pit
 - b. Ejector pump pit
 - c. Interior drain tile
7. Water & Sewer Lines
8. Rough Framing
9. Rough Electric
10. Rough Plumbing
11. Rough Mechanical
12. Electrical Service
13. Insulation Inspection
14. Flashing Inspection/Masonry
15. Pre-pour Concrete Floor –
 - a. Radiant heat (if applicable, plumbing inspector with inspect prior to pouring)
 - b. Concrete thickness
 - c. Visqueen vapor barrier
16. Pre-pour Concrete Slab Floor

- a. Radiant heat (if applicable, plumbing inspector with inspect prior to pouring)
 - b. Concrete thickness
 - c. Visqueen vapor barrier
17. Pre-pour Driveway
- a. Thickness of compacted stone
 - b. Thickness of concrete
 - c. Wire or fiber mesh
 - d. Rebar connections to garage slab
18. Public Walks
- a. Thickness of compacted stone
 - b. Thickness of concrete
 - c. Rebar over utility services
19. Service Walks and Patios
- a. Thickness of compacted stone
 - b. Thickness of concrete
 - c. Wire or fiber mesh
20. Fire Department Inspections (Separate Permits Required through Fire District)
- a. Fire Alarm
 - b. Fire Sprinkler Systems
 - c. They will
21. Will County Health Department (Separate Permits Required through Health Department)
- a. Submit Plans and receive approvals from the health department.
 - b. They will provide their own inspections must schedule with them.
22. Asphalt Inspection
- a. Thickness of compacted stone
 - b. Thickness of binder base layer
 - c. Thickness of final lift
23. Final Building Inspection
- a. Dumpster Enclosure Installed
 - b. Business License Application submitted and applied for.
24. Final Electric Inspection
25. Final Plumbing Inspection
- a. RPZ required if certain type of business.
26. Final Mechanical
27. Final Grade Inspection
28. Separate Landscape Permit needed
- a. Provide drawing on landscaping placement and final elevations of property
29. Separate Lawn Sprinkler Permit needed if applicable.
- a. Provide sprinkler drawing on sprinkler heads and placement and type of RPZ for the property
30. Separate Sign Permit Required
- a. Size & Location of Sign
 - b. Color Renderings submitted for review
 - c. Land Lord Approval

TIME ALLOTMENTS FOR INSPECTIONS

All inspections will be conducted between 8:00 am and 3:30 pm the day that the inspection is scheduled however, the building department cannot schedule specific times do to the amount and types of inspections scheduled for that day. However, staff will try to accommodate whenever possible.

1. CONCRETE INSPECTIONS

- a. The owner or contractor shall call the building department 24/48-hours prior to the requested inspection.
- b. All concrete will be inspected prior to placement.

2. BUILDING INSPECTIONS

- a. The owner or contractor shall call the building department 24/48-hours prior to the requested inspection.
- b. For rough inspections, no insulation can be installed, or any type of covering over the area remodeled or constructed.

3. FINAL INSPECTIONS

- a. The owner or contractor shall call the building department 24/48-hours prior to the requested inspection.
- b. A building shall not be used or occupied in whole or in part until a Certificate of Occupancy has been issued by the building official.
 - i. For purposes of this Section, the terms "used or occupied" shall be deemed to include, but are not limited to the following:
 1. The temporary or permanent storage of furniture, equipment, and or personal or household effects within the building or structure.
 2. Use of the building or structure for the purposes of interviewing, training and instructing individuals, or other similar activities.

4. ON SITE IMPROVEMENT INSPECTIONS

- a. The Director of Building and Zoning shall direct the Village Engineer or Inspector to inspect improvements of commercial, industrial and residential construction projects. On-site improvements include, but not limited to curbs, gutters, grading, drainage, paving and driveways. The cost of all inspections and reports required under this provision shall be paid by contractor, developer, or property owner.

5. RE-INSPECTION FEES

- a. All re-inspection fees for failed inspections are \$50.00

SITE DEVELOPMENT REGULATIONS

- 1) The subdivision developer shall be responsible for the actions of other contractors working in the subdivision, whether the developer retains ownership of any specific lot(s) or has sold same.
- 2) A project manager for the subdivision must be identified, who can be reached 24 hrs, 7 days a week, who will be notified in case of problems with the subdivision.
- 3) No mud or other debris is to be left on any public right-of-way or other empty lots. If any mud or debris is found on a public right-of-way or on empty lots, those individuals responsible for the condition shall be ticketed, fined and directed to clean up. If the violators(s) cannot be identified, then the subdivision developer may be ticketed, fined and directed to clean-up or be charged an amount to cover Village costs for clean-up.
- 4) All construction debris shall be cleaned up each day and deposited in a garbage dumpster, on-site, of sufficient size to handle all debris and must be emptied on a timely basis. No fires permitted for construction debris. No Dumping of construction debris or landscaping waste on vacant lots or you could be ticketed and fined.
- 5) Construction vehicles (especially cement trucks) shall be cleaned only as follows:
 - a. On a particular lot if the vehicle is working on that lot; or,
 - b. At a location specifically and previously identified by the subdivision developer and approved by the Village.
- 6) Base stone for driveway shall be installed after foundation is poured and backfill is done.
 - a. Keep all mud and debris off of the streets. Streets must be cleaned each day after all work is done for that day.
- 7) Developer must have a port-a-potty on site for the workers to use throughout the duration of the project.
- 8) There needs to be some type of security fencing installed on site to protect the public from the dangers of construction. This would also include safety scaffolding if needed during remodeling if a business is to remain open during construction.
- 9) Sediment and erosion control methods (silt fences and other control methods) must be installed and maintained throughout the construction project in accordance with the SWPPP and NPDES II requirements as approved and modified through the IEPA and IDNR.
- 10) Violation of any of these points or any provision of Village Building, Zoning, Subdivision, Property Maintenance, or other ordinance or policy can result in immediate ticket and fines.
- 11) Once the project is completed but before a business can be occupied an Occupancy Permit must be issued and a separate business license is required to be submitted and issued before a business can operate in the Village of Frankfort.

150.21 ADOPTION OF THE 2006 INTERNATIONAL BUILDING CODE

The 2006 International Building Code, first edition, published by the International Code Council, Inc. be and is hereby adopted as a Building Code of the Village for the control of buildings and structures as therein provided; and each and all of the regulations, provisions, conditions, and terms of the 2006 International Building Code, are hereby referred to adopted and made a part hereof as if full set out in this Ordinance, except with the Additions, insertions, deletions and changes to such Code which are as follows:

- A) *Section 101.1 Title.* Hereby amended to read as follows:
Title: These regulations shall be known as the Building Code of the Village of Frankfort hereinafter sometimes referred to as “this code”.
- B) *Section 101.2.1 Appendices.* Hereby adopted:
Appendix A EMPLOYEE QUALIFICATIONS
Appendix B BOARD OF APPEALS
Appendix C GROUP U – AGRICULTURAL BUILDINGS
Appendix I PATIO COVERS
- C) *Section 101.4.1 Electrical.* Hereby amended by referencing and adopting the 2005 National Electric Code.
- D) *Section 101.4.4 Plumbing.* Hereby amended by referencing and adopting the 2004 Illinois State Plumbing Code.
- E) *Section 105.2 Work Exempt from Permit.* Hereby amended by deleting this section in its entirety: Building, Electrical, Mechanical and Plumbing.
- F) *Section 105.5 Expiration.* Hereby amended to:
Delete one hundred eighty (180) days in this Section and replace it with ninety (90) days.
- G) *Section 108.2 Schedule of Permit Fees.* Hereby amended to read as follows:

Fee Schedule: A fee for each plan examination, building permit and inspections shall be paid in accordance with the schedule as set forth in applicable Village Ordinances including Ord. Nos. 1347 and 1449 entitled, “An Ordinance Amending Building Permit Fees and Inspection Charges for the Village of Frankfort, Will County, Illinois” as it now exists or from time to time is amended.
- H) *Section 109.3 Required Inspections.* Hereby amended to read as follows:

1. INITIAL ON SITE SEDIMENT CONTROL INSPECTION
A. Sediment and Erosion Control measures (Silt Fence) must be installed and maintained during the duration of the entire project in accordance with the applicable Village Ordinances including Village of Frankfort Design Standards Ordinance No. 2487 or most recent edition.

2. FOOTING INSPECTIONS
 - A. Inspections required prior to placement of concrete.
 - B. If poor soil conditions exist, Illinois State Licensed Soil Engineer will be required to provide a signed and sealed soil determination, and inspection prior to placement of concrete.
 - C. Installation of stone drive.
 - D. Silt Fence installed properly

3. FOUNDATION INSPECTION
 - A. Inspection of concrete forms in-place prior to any concrete being poured.
 - B. Reinforcing steel in-place
 - C. Forms centered on footing.
 - D. Installation of stone drive.
 - E. Silt Fence installed properly

4. FOUNDATION BACKFILL INSPECTION
 - A. Dampproofing in-place.
 - B. Drain tile in-place.
 - C. Anchor bolt installation and location.
 - D. Upon approval of the drain tile inspection, the foundation can be backfilled. The Building Department will permit construction of the deck over the basement or crawlspace areas only, prior to or after backfilling. This will help provide extra safety at the job site and structural integrity to the foundation.
 - E. Submit spot survey (top of foundation elevation and all setback dimensions).
 - F. Sediment Control Inspection (silt fence).

5. UNDERGROUND PLUMBING INSPECTION
 - A. Basement Floor - inspection necessary prior to placement of concrete.

6. SANITARY SEWER & WATER INSPECTION

7. ROUGH ELECTRIC INSPECTION

8. ROUGH PLUMBING INSPECTION

9. ROUGH MECHANICAL INSPECTION

10. ROUGH BUILDING INSPECTION
 - A. No insulation may be installed until the rough inspections have been approved.
 - B. Silt Fence installed properly around the property

11. INSULATION INSPECTION:
 - A. No wall/ceiling coverings may be applied until an insulation inspection has been performed and approved by the Village.

12. MASONRY THRU-WALL "SILL" FLASHING INSPECTION
 - A. Prior to the installation of brick veneer, or stone.

13. CONCRETE FLAT WORK INSPECTION
 - A. Basement floors.
 - B. Garage floors/interior concrete.
 - C. Driveways/parking areas.
 - D. Sidewalks and service walks.
 - E. Patios.
 - F. Silt Fence installed properly around the property

14. EXTERIOR INSULATION FINISH SYSTEM INSPECTION:
The following inspections shall be required for all E.I.F.S. installation:
 - A. Substrate/flashing inspections.
 - B. E.P.S. board inspection.
 - C. Base coat application inspection.
 - D. Final inspection.
 - E. The installer must adhere to all manufacturers' requirements for installation and include a drainage system or equivalent.

15. FINAL PLUMBING INSPECTION

16. FINAL ELECTRIC INSPECTION

17. FINAL MECHANICAL INSPECTION

18. FINAL BUILDING INSPECTION
 - A. Silt Fence installed properly around the property. Must be maintained until landscaping is ready for installation.

19. FINAL GRADE INSPECTION

20. ASPHALT/PARKING AREA INSPECTION

21. LANDSCAPE PERMIT INSPECTION (PER APPLICABLE VILLAGE ORDINANCES INCLUDING ORDINANCE NO. 2341 AS FROM TIME TO TIME AMENDED): *Separate permits needed for landscaping and lawn sprinkler systems.*
 - A. Provide complete landscaping plans.
 - B. Indicate foundation and all top of grade elevations.
 - C. Provide drawing showing the location of all lawn sprinkler heads on final plat of survey.

I) Section 109.3-1 Requests for Inspection is added as follows:

- A. CONCRETE INSPECTIONS. The owner or contractor shall call a request for an inspection into the Building Department at least 24 hours prior to the inspection. All forms and/or concrete will be inspected prior to the placement.

- B. BUILDING INSPECTIONS. The owner or contractor shall call a request for an inspection into the Building Department at least 48 hours prior to the inspection. For rough inspections, no insulation can be installed, or any type of covering placed over the area remodeled or constructed.
- C. FINAL INSPECTIONS. The owner or contractor shall call a request for an inspection into the Building Department at least 48 hours prior to inspection. A building shall not be used or occupied whole or in part until a Certificate of Occupancy has been issued by the building official.

For purposes of this section, the terms “used or occupied” shall be deemed to include but are not limited to the following:

- 1. The temporary or permanent storage of furniture, equipment, and/or personal or household effects within the building or structure.
 - 2. Use of the building or structure for the purposes of interviewing, training and instructing individuals, or other similar activities.
- D. ON-SITE IMPROVEMENT INSPECTIONS. The Director of Building and Zoning, or approved agent of the Village of Frankfort, shall authorize the inspection of all on-site improvements for commercial, industrial and residential construction projects. On-site improvements include, but are not limited to, curb, gutters, grading, drainage, paving, and driveways. The cost of all inspections and reports required under these provisions shall be paid by developer/contractor. (Ord. 1557, passed 3-4-96)

J) *Section 113.4 Violation Penalties* is hereby amended to read as follows: Any person who violates any provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this Code or the requirements of this Code shall be subject to the following penalties as prescribed by law.

- 1. Civil Remedies. The Village can enforce this code as provided by law, including seeking injunctive relief for any violations.
- 2. Ordinance Violations. In addition but not in lieu of any other penalties, any person violating this code is subject to a fine of not less than \$250.00 or more than \$750.00 per day for each day any violation exists with each calendar day a violation exists constituting a separate offense.

K) *Section 114.3 Unlawful Continuance.* Hereby amended by adding the following language:

Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe conditions, shall be penalized as provided by this chapter and be liable for a fine of not less than \$250.00 nor more than \$750.00 per day for each day a violation exists.

L) Section 310 Residential Group R. Add the following:

Section 310.3 Required Dwelling Unit and Guest Room Separation. Hereby amended by adding the following language:

Groups R-1, R-2, R-3, R-4 containing two or more dwelling units shall be separated by tenant separation or party walls with a fire resistance rating of a minimum of two (2) hours and shall be constructed of a non-combustible masonry/concrete materials. Any dwelling units located above another dwelling unit shall be separated by a floor system with a fire resistance rating of a minimum of two (2) hours and shall be constructed of pre-cast concrete or poured in place concrete.

M) *Section 705.3 Materials.* Delete the following:

Exception: Construction of Type V construction.

N) *Section 708.4 Continuity.* Hereby amended by adding the following language:

“The minimum tenant separation shall be one (1) hour separation from floor to ceiling or roof deck above.”

O) *Section 907.2 Where Required.* Hereby amended by adding the following language:

- 1) An automatic fire detection system shall be installed and maintained in accordance with the provisions of this code and the NFPA72 in all buildings of groups A-B-E-F-H-I-M-R-S-U.
- 2) Carbon Monoxide Detectors. All commercial and industrial buildings constructed after the effective date of this section shall be equipped with carbon monoxide detectors. This provision shall also apply to existing commercial and industrial buildings which are equipped with new or replacement oil and gas combustion furnaces and boilers.
 - a) Power Source. Required carbon monoxide detectors shall receive their primary power from the building wiring when such wiring is served from a commercial source and when primary power is interrupted, shall receive power from a battery. Wiring shall be permanent and without a disconnecting switch other than those required for over-current protection.
 - b) Location. Carbon monoxide detectors shall be installed in the immediate vicinity where the fossil fuel burning appliance, boiler or furnace is located.
 - c) Compliance. All approved carbon monoxide detectors herein required shall comply with all federal, state, and local standards for such devices. Carbon monoxide detectors shall bear the label of a nationally recognized standards testing laboratory, which indicates that each such detector has been tested and listed as a single carbon monoxide detector.

FOSSIL FUEL. Includes coal, natural gas, kerosene oil, propane and wood

P) *Section 1405.3 Flashing:* The following shall be added at the end of Section 1405.3:

“The minimum shelf angle, coping, base flashing, lintel and window sill flashing shall be:

Rubberized Asphalt Flashing: Manufacturers standard composite flashing product consisting of a pliable and highly adhesive rubberized-asphalt compound bonded to a high density, cross-laminated polyethylene film to produce an overall thickness of 0.040 inch (1.0 mm) or a rubberized flashing material of similar thickness. 6 mil polyethylene is not acceptable.”

“Minimum flashing around exterior window and door openings shall be a multi-layer composite employing polyethylene and fiberglass with an integral adhesive strip that produces a perm rating of less than .30 perms and complying with ASTM E331. Infiltration barrier joint tape is not acceptable.”

Q) *Chapter 29 Plumbing Systems.* Hereby amended by deleting this chapter in its entirety and referring to, adopting and incorporating the 2004 Illinois State Plumbing Code as provided under this Ordinance.

R) *Section 3107 Signs.* Hereby amended by referring to, adopting and incorporating the Village of Frankfort Code of Ordinances, Chapter 151.

S) *Section 3410.2 Applicability.* Hereby amended to read as follows:

Structures existing prior to the date of adoption in the Village of Frankfort, December 3, 2001.

(Ord. 1478, passed 10-17-94; Am. Ord. 1595, passed 11-4-96; Am. Ord. 1877, passed 1-7-02; Am Ord. 2417, passed 9-17-07)

150.22 ADOPTION OF THE 2004 ILLINOIS STATE PLUMBING CODE

The Illinois State Plumbing Code, 2004 Edition, including the supplements thereto, as adopted by the Illinois Department of Public Health pursuant to authority included in the Illinois Plumbing License and Code Law, is adopted as the Plumbing Code of the Village of Frankfort, except with the amendments and deletions as follows:

- A) *Delete #11 in Table A, Section 890 Appendix A.* Delete the following: Polyvinyl Chloride (PVC) pipe.
- B) *Delete #4 in Table A, Section 890 Appendix A.* Delete the following: Chlorinated Polyvinyl Chloride (CPVC) pipe.
- C) *Delete #2 in Table A, Section 890 Appendix A.* Delete the following: Chlorinated Polyvinyl Chloride (CPVC) pipe/tubing.
- D) *Delete #2 in “Agency Notes.”* Delete the following: Type M copper tubing, DWC copper tubing and galvanized steel pipe are approved for above ground uses only.

- E) *Delete in its entirety, Section 890.1500 Installation of wet venting.*
- F) *Amend Section 890.1340 by amending #4 to provide size of the item which is stated in this Section "shall not be less than 3 inches in diameter."*

(Ord. 1478, passed 10-17-94; Am. Ord. 1595, passed 11-4-96; Am. Ord. 1877, passed 1-7-02; Am. Ord. 2128, passed 11-15-04)

150.23 ADOPTION OF THE 2006 INTERNATIONAL MECHANICAL CODE

The 2006 International Mechanical Code, Inc, first edition, published by the International Code Council, Inc., be and is hereby adopted as a Building Code of the Village for the control of buildings and structures as therein provided; and each and all of the regulations, provisions, conditions and terms of the 2006 International Mechanical Code are hereby referred to adopted and made part hereof as if fully set out in this Ordinance, except with additions, insertions, deletions and changes to such Code which are as follows:

- A) *Section 101.1 Title.* Hereby amended to read as follows:
Title: These regulations shall be known as the International Mechanical Code of the Village of Frankfort, hereinafter referred to as "this code."
- B) *Section 106.5.2 Fee Schedule.* Hereby amended to read as follows:

Fee Schedule. A fee for each plan examination, building permit and inspections shall be paid in accordance with the schedule as set forth in applicable Village Ordinances including Ord. Nos. 1347 and 1449 entitled, "An Ordinance Amending Building Permit Fees and Inspection Charges for the Village of Frankfort, Will County, Illinois" as it now exists or from time to time is amended.

- C) *Section 106.5.3 Fee Refund.* Paragraphs 2 and 3 of this section are hereby amended to read as follows:
 1. Fifty percent (50%) of the permit fee paid if a refund is requested by the applicant within thirty (30) days from the date of the issuance of the permit and no work has been done under the permit issued in accordance with this code.
 2. Fifty percent (50%) of the plan review fee paid when an application for a permit for which a plan review has been paid is withdrawn or cancelled by the applicant within thirty (30) days from the date of plan submittal and the Village or its consultant has not initiated any review of the plan and the Village consultant has refunded to the Village the fifty (50%) percent of the paid plan review fee.

- D) *Section 108.4 Violation Penalties.* Hereby amended to read as follows:

Any person who violates any provision of this code or fails to comply with any of the requirements thereof, or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, or the requirements of this Code shall be subject to the following penalties as prescribed by law.

1. Civil Remedies. The Village can enforce this code as provided by law including seeking injunctive relief for any violations.
2. Ordinance Violations. In addition but not in lieu of any other viable penalties, any person violating this code is subject to a fine of not less than \$250.00 and not more than \$750.00 per day for each day any violation exists, with each calendar day a violation exists constituting a separate offense.

E) *Section 108.5 Stop Work Orders.* Hereby amended to read as follows:

No person shall continue any work in or about the building, structure or improvements after having been served with a stop work order, except such work as that person is directed to perform to remove a violation of unsafe conditions.

(Ord. 1478, passed 10-17-94; Am. Ord. 1595, passed 11-4-96; Am. Ord. 1877, passed 1-7-02)

150.24 ADOPTION OF THE 2012 INTERNATIONAL ENERGY CONSERVATION CODE

The 2012 International Energy Conservation Code, first edition, published by the International Code Council, Inc., be and is hereby adopted as a Building Code of the Village for the control of buildings and structures as therein provided; and each and all of the regulations, provisions, conditions, and terms of the 2012 International Energy Conservation Code are hereby referred to, adopted and made a part hereof as if fully set out in this Ordinance, except with additions, insertions, deletions and changes to such Code which are as follows:

A) *Section 101.1 Title.* Hereby amended to read as follows:

Title: These regulations shall be known as the 2012 International Energy Conservation Code of the Village of Frankfort, hereinafter referred to as "this code."

SECTION 6. ADOPTION OF FIRE PREVENTION CODE

That Title XV, Chapter 150, Section 150.25, entitled ADOPTION OF THE 2000 INTERNATIONAL FIRE CODE of the Village of Frankfort Code of Ordinances, is hereby amended to read as follows:

150.25 ADOPTION OF THE 2006 INTERNATIONAL FIRE CODE

The 2006 International Fire Code, first edition, published by the International Code Council, Inc., be and is hereby adopted as a Fire Code of the Village of Frankfort, regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, from conditions hazardous to life or property in the occupancy of buildings and premises in the Village of Frankfort; providing for the issuance of permits for hazardous uses or operations; and each and all of the regulations, provisions, conditions, and terms of the 2006 International Fire Code are hereby referred to, adopted and made a part hereof as if fully set out in this Ordinance, except with additions, insertions, deletions and changes to such Code as follows:

A) *Section 101.1 Title.* Hereby amended to read as follows:

Title: These regulations shall be known as the Fire Code of the Village of Frankfort, hereinafter referred to as “this code.”

B) *Section 101.2.1 Appendices.* Hereby adopted:

- Appendix A BOARD OF APPEALS
- Appendix B FIRE - FLOW REQUIREMENTS FOR BUILDINGS
- Appendix C FIRE HYDRANT LOCATIONS AND DISTRIBUTION
- Appendix E HAZARDOUS CATEGORIES
- Appendix F HAZARDOUS RANKING

C) *Section 109.3 Violations/Penalties.* Hereby amended to read as follows:

Any person who violates any provision of this code or fails to comply with any of the requirements thereof, or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, shall be subject to the following penalties as prescribed by law.

1. Civil Remedies. The Village can enforce this code as provided by law, including seeking injunctive relief for any violations.
2. Ordinance Violations. In addition but not in lieu of any other viable penalties, any person violating this code is subject to a fine of not less than \$250.00 or more than \$750.00 per day for each day any violation exists with each day a violation existing constituting a separate offense.

D) *Section 3404.2.9.5.2 Separation between adjacent stable or unstable liquid tanks* is amended to limit the maximum capacity of the tank not to exceed 1,000 gallons.

E) *Section 3406.2.4.4 Location where above ground tanks are prohibited* is amended to limit the maximum capacity of the tank not to exceed 1,000 gallons.

F) *Section 3804.2 Maximum capacity within established limits* is amended to limit the maximum capacity of the tank not to exceed 1,000 gallons. (Ord. 1478, passed 10-17-94; Am. Ord. 1595, passed 11-4-96; Am. Ord. 1877, passed 1-7-02).

G) The requirements, terms, conditions and provisions of each of the following Ordinances adopted by the Board of Trustees of the Mokena Fire Protection District and the Board of Trustees of the Frankfort Fire Protection District are adopted by reference and incorporated herein.

1. Mokena Fire Protection District, Will and Cook Counties, Illinois, Fire Prevention Ordinance No. 2007-3 as it now exists and is from time to time is amended, a copy of which is on file with the Village of Frankfort.
2. Frankfort Fire Protection District, Will County, Frankfort Illinois, Ordinance No. 179 as it now exists and is from time to time is amended, a copy of which is on file with

the Village of Frankfort except that Section 902, *Definitions*. Total Area is hereby amended to read:

For the purposes of calculating total square feet and fire areas the total area shall be:

The aggregate floor area within the exterior walls of a building; regardless of fire walls, fire barriers, or fire resistance-rated horizontal assemblies. This floor area includes all mezzanines, basements, balconies, porches, roof overhangs, extensions and enclosed extensions.

SECTION 7. ADOPTION OF EXISTING STRUCTURES CODE

That Title XV, Chapter 150, Section 150.26, entitled ADOPTION OF THE 2000 INTERNATIONAL PROPERTY MAINTENANCE CODE of the Village of Frankfort Code of Ordinances, is hereby amended to read as follows:

150.26 ADOPTION OF THE 2006 INTERNATIONAL PROPERTY MAINTENANCE CODE

The 2006 International Property Maintenance Code, first edition, published by the International Code Council, Inc., be and is hereby adopted as a Building Code of the Village for the control of buildings and structures as therein provided; and each and all of the regulations, provisions, conditions, and terms of the 2006 International Property Maintenance Code are hereby referred to, adopted and made a part hereof as if fully set out in this Ordinance, except with additions, insertions, deletions and changes to such code which are as follows:

A) *Section 101.1 Title*. Hereby amended to read as follows:

Title: These regulations shall be known as the 2006 International Property Maintenance Code of the Village of Frankfort, hereinafter referred to as "this code."

B) *Section 103.5 Fee Schedule*. Hereby amended to read as follows:

A fee for each plan examination, building permit and inspection shall be in accordance with the schedule as set forth in applicable Village ordinances.

C) *Section 106.4 Violation Penalties*. Hereby amended to read as follows:

Any person who violates any provision of this code or fails to comply with any of the requirements thereof, or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code, shall be subject to the following penalties as prescribed by law.

1. Civil Remedies. The Village can enforce this code as provided by law, including seeking injunctive relief for any violations.
2. Ordinance Violations. In addition but not in lieu of any other viable penalties, any person violating this code is subject to a fine of not less than \$250.00 or more than \$750.00 per day for each day any violation exists with each calendar day a violation

exists constituting a separate offense.

- D) *Section 302.4 Weeds.* Hereby to read as follows:
Delete weed height of 10 inches and replace with weed height of six (6) inches. The following is hereby added to Section 302.4:

All premises and exterior property shall be maintained free from weeds or plant growth in excess of six inches. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.”

- E) *Section 304.14 Insect Screens.* Hereby amended by adding the following language:

Every door, window and other outside opening utilized or required for ventilation purposes serving any structure containing habitable rooms, food preparation areas, food service areas, or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored, shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch and every swinging door shall have a self-closing device in good working condition.

- F) *Section 602.3 Heat Supply.* Hereby amended to read as follows:

Every owner and operator of a building who rents, leases, or lets one or more dwelling unit, rooming unit, dormitory, or guest room on terms either express or implied to furnish heat to the occupants thereof, shall supply sufficient heat to maintain the room temperatures at the minimum of 68 degrees Fahrenheit in all habitable rooms, bath rooms and toilet rooms.

- G) *Section 602.4 Occupiable Work Spaces.* Hereby amended to read as follows:

Every enclosed occupied work space shall be supplied with sufficient heat to maintain a temperature of not less than
68 degrees Fahrenheit during all working hours.
(Ord. 1478, passed 10-17-94; Am. Ord. 1595, passed 11-4-96; Am. Ord. 1877, passed 1-7-02)

150.27 ADOPTION OF THE 2005 NATIONAL ELECTRICAL CODE

The 2005 National Electrical Code (NFPA-70) published by the National Fire Protection Association is hereby adopted as the Electrical Code of the Village of Frankfort. Each and all of the regulations, provisions, penalties and terms of the NFPA-70, 2005 Edition are hereby referred to as adopted and made a part hereof, as if fully set out in this chapter, with the additions, insertions, deletions and changes to such Code which are as follows:

- A. The following Codes and Standards are adopted by reference as part of the Village’s adoption of the above National Electrical Code:
1. (a) The Electrical Industry Association (E.I.A.) and the Telephone Industry Association (T.I.A.) Standards.
 - (b) Amendments to EIA/TIA Standard 570.

(c) Section 5.3.5.2 of the EIA/TIA is amended to add a minimum of one wire run shall be installed to each of the following rooms in residences, (where applicable).

Kitchen
All Bedrooms
Family/Guest room
Den/Study

2. ANSI (American National Standards Institute)

#Z21.83-98 - Fuel Cell Power Plants (Referenced in Code Section #1202.10)

3. U.L. (Underwriters Laboratories)

#910-98 - Test for Flame - Propagation and Smoke-Density Values for Electrical and Optical-Fiber Cables Used in space Transporting Environmental Air (Referenced in Code Section #1202.8)

#2043-96 - Standard for Fire Test for Heat and Visible Smoke Release for Discrete Products and Their Accessories Installed in Air-Handling Spaces (Referenced in Code Section 1202.8.1)

4. NFPA (National Fire Protection Association)

#37-98 - Installation and Use of Stationary Combustion Engines and Gas Turbines (Referenced in Code Section #1202.9)

#110-99 - Emergency and Standby Power Systems (Referenced in Code Section 1202.6)

#111-96 - Stored Electrical Energy Emergency and Standby Power Systems (Referenced in Code Section 1202.6)

B. The following articles are deleted from the Electrical Code:

Article 230.43 – Wiring Methods
Article 320 – Armored Cable: Type AC
Article 322 – Flat Cable Assemblies: Type FC
Article 324 - Flat Conductor Cable (FCC) usually under carpets
Article 326 - Integrated Gas Spacer Cable
Article 328 - Medium Voltage Cable (Type MV) 2001 Volts or higher
Article 334 - Non-Metallic Sheathed Cable/Type NM, NMC & NMS
Article 338 - Service - entrance Cable/Type SE & USE
Article 352.10.A - Concealed. In walls, floors & ceilings
Article 352.10.C - Cinders. In cinder fill.
Article 352.10.F - Exposed
Article 362 - Electrical Non-Metallic Tubing (flexible corrugated)
Article 382 - Non-Metallic Extensions
Article 394 - Concealed Knob-and-Tube Wiring

Article 398 - Pertaining to open wiring on insulators

2. ADOPT THE FOLLOWING: "All conductors shall be installed in approved metallic raceways". Exceptions: See Article 352.10 (B), (D), (E) & (G).

C) The following Sections of the Electrical Code are amended:

1. Article 230.43 is amended to read "All electrical utility services shall only be installed in rigid metal conduit (or other material as approved), or intermediate metal conduit (or other material as approved) above ground and entering the building."
 - a. All underground branch-circuit and feeder conductors shall be protected against over-current by an over-current device installed at the point where the conductors receive their supply and all sub-panels will have a main breaker located at the panel.
 - b. All conduits entering a building shall be sealed with duct seal or other approved method to prevent moisture and condensation from forming inside the conduit.
2. Article 210.5 (C) is amended to add the following: All 120-208 Volt services, feeders, and branch circuits shall have phases marked Black (A), Red (B) and Blue (C). All 277-480 Volt services, feeders, and branch circuits shall be phased marked Brown (A), Orange (B), and Yellow (C).
3. Article 320 of the N.E.C. and substitute as follows (NFPA-70):

Armored Cable (Type A.C.) – Exceptions:

Armored cable may be permitted for use in concealed work in dry locations where it is finished in existing walls or partitions where it is not possible to install conduit, EMT or other approved raceway.

4. Multi-Family Residence Buildings.

Article 210-52H and 210-70a of the Electrical Code are amended to add:

A duplex receptacle shall be installed in each public hallway on each floor, and in each public reception room or foyer in multi-family residences.

(Ord. 1595, passed 11-4-96; Am. Ord. 1877, passed 1-7-02)

D) The following provisions are added to the Electrical Code:

1. All wiring between the meter box and inside service panel, exceeding ten feet (10'), shall require proper wire over current protection.
2. All new single family dwellings over 2,000 square feet (2,000 s.f.) shall have a minimum of a 200 ampere, 3-wire service, and shall be underground whenever possible, unless otherwise approved by the Village of Frankfort.

- a. Residential Services. Shall be installed on the side of the house closest to the utility pedestal that will feed the meter. The service shall not be installed on the rear of the house unless approved by the Village of Frankfort.
3. A maximum of three (3) conduits per one and one half inch (1-1/2") 8-B (3½" Octagon box x 1½" deep) or four conduits per 1,900 (4" square box x 1½" deep) box shall be allowed.
4. All lights over a bathtub or a shower will be G.F.I. protected.
 - a. In commercial and industrial buildings, all receptacles within five feet (5') of water shall be G.F.C.I. receptacles. This includes washrooms, whether they are public or private, or around sinks, showers, tubs, or water fountains.
5. In all cases duly licensed by a commission in the State of Illinois that provides a test for electrical competency, a bonded Electrical Contractor shall install electrical services and wiring.
6. Studs, plates and joists must be drilled so as not to break the front half of the wood. If it is broken and the conduit is exposed, a metal plate must be placed across the opening.
7. Jacuzzi, spa or whirlpool tubs shall be hard wired to a J Box, with a switch, or G.F.C.I.-protected receptacle where it can be plugged. No cords from motors shall protrude through a wall or the floor to be wired. All tub motors will have an access panel with a minimum size of fourteen inches by fourteen inches (14" x 14").
 - a. One hundred twenty-five (125) Volt receptacles located within ten feet (10') (3,048 mm) of the inside walls of spas and hot tubs shall be protected by ground-fault circuit-interrupters. One hundred twenty-five (125) Volt receptacles located within five feet (5') (1,524 mm) of the inside walls of hydro massage bathtubs shall be protected by a ground-fault circuit-interrupter.
 - b. All hydro massage bathtubs and whirlpool tubs shall be protected by a faceless ground-fault circuit interrupter located within the same room as the tub.
8. Any 120 volt sump pump or ejector pump shall have a single receptacle, not a duplex receptacle, and shall be on a separate circuit, non-G.F.C.I. type.
9. Electrical Metallic Tubing (EMT). Shall not be used underground, outside exposed to the weather, on outside walls, on roofs exposed to permanent moisture, nor in concrete slab in contact with the earth or fill, where during installation or afterwards, it will be subject to mechanical injury. Plastic, visqueen or similar materials under the tubing is considered same as earth or fill.
10. Low Voltage Wiring. Low voltage wiring for lighting circuits, TV cable controls, building automation, telephone, intercoms, communications, including signaling circuits on commercial and industrial buildings or where there are metal studs being used, may be run exposed only in accessible areas. When such wiring is installed in inaccessible areas or subject to mechanical injury, or in plenums, all wiring shall be installed in conduit or approved raceway, and all such work requires a permit.

11. For smoke and carbon monoxide requirements see IRC Code 2006 or Illinois Public Act 094-0741.

150.28 ADOPTION OF THE 2006 INTERNATIONAL FUEL GAS CODE

The 2006 International Fuel Gas Code, second edition, published by the International Code Council, Inc., be and is hereby adopted as a Building Code of the Village for the control of buildings and structures as therein provided; and each and all of the regulations, provisions, conditions, and terms of the 2006 International Fuel Gas Code are hereby referred to, adopted and made a part hereof, as if fully set out in this Ordinance, except with additions, insertions, deletions and changes to such Code which are as follows:

A) *Section 101.1 Title.* Hereby amended to read as follows:
Title: These regulations shall be known as the 2006 International Fuel Gas Code of the Village of Frankfort hereinafter referred to as “this code.”

B) *Section 106.5.2 Fee Schedule.* Hereby amended to read as follows:

Fee Schedule. A fee for each plan examination. Building permit and inspections shall be paid in accordance with the schedule as set forth in applicable Village Ordinances including Ord. Nos. 1347 and 1449 entitled, “An Ordinance Amending Building Permit Fees and Inspection Charges for the Village of Frankfort, Will County, Illinois” as it now exists or from time to time is amended.

C) *Section 106.5.3 Fee Refund.* Hereby amended to read as follows: Paragraphs 2 and 3 of this section are hereby amended to read as follows:

1. Fifty percent (50%) of the permit fee paid if a refund is requested by the applicant within thirty (30) days from the date of the issuance of the permit and no work has been done under the permit issued in accordance with this code.
2. Fifty percent (50%) of the plan review fee paid when an application for a permit for which a plan review has been paid is withdrawn or cancelled by the applicant within thirty (30) days from the date of plan submittal and the Village or its consultant has not initiated any review of the plan and the Village consultant has refunded to the Village fifty (50%) percent of the paid plan review fee.

D) *Section 108.4 Violation Penalties.* Hereby amended to read as follows:

Any person who violates any provisions of this code or fails to comply with any of the requirements thereof, or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the building official, or of a permit or certificate issued under the provisions of this code shall be subject to the following penalties as prescribed by law.

1. Civil Remedies. The Village can enforce this code as provided by law including seeking injunctive relief for any violations.

VILLAGE OF FRANKFORT

COLD WEATHER CONCRETE PRACTICE

The ICC Codes and the American Concrete Institute ACI - 318 have established thresholds for placement of concrete when cold weather conditions exist. The following information is from various excerpts of the applicable code sections as they apply to the placement of concrete in cold weather conditions.

PROTECTION OF CONCRETE IN COLD WEATHER

FOOTINGS

Footings can be poured when the temperature is 20 degrees or above, however the following precautions must be adhered to.

Concrete shall be maintained at a temperature of not less than 50 degrees Fahrenheit for a minimum of 3 consecutive days after placement of concrete.

***INSULATED BLANKETS MUST PROTECT THE CONCRETE AND FORMS LEFT IN PLACE.**

The hole should not be left open for more than 24 hours. Protection must be provided to keep soil from freezing with STRAW or INSULATED BLANKETS.

FOUNDATION WALLS

Foundation walls can be poured when the temperature is 40 degrees or above.

Concrete shall be maintained at a temperature of not less than 50 degrees Fahrenheit for a minimum of 7 consecutive days.

***INSULATED BLANKETS SHALL BE SECURELY FASTENED TO BOTH SIDES AND THE FORMS MUST BE LEFT IN PLACE.**

FLATWORK

After the first frost, it is the discretion of the Director of Building or Zoning if flat work can continue.

Flat work is allowed if the temperature of the concrete is maintained at 50 degrees for 7 consecutive days after concrete placement.

The use of salamanders, or other equipment that exhaust flue gases into the area above concrete floors must be avoided, because of the danger of carbonation to the fresh concrete.

The ICC Codes and ACI -318 provides for alternates for the above. High early strength may be used to substitute the following guidelines. An increase in the amount of cement to a minimum of a 6 bag mix and maintaining the concrete at 50 degrees for 3 consecutive days provides an option for the builders. Additionally, admixtures for high early strength may be added in accordance with the manufactures requirements.

The use of visqueen and straw are not an acceptable means of protection, INSULATED BLANKETS ONLY.

Please contact the Building Department prior to ordering concrete.

WATER METER AND REMOTE READING TOUCHPAD GUIDELINES & INSTALLATION

To efficiently read the water meters for billing purposes each contractor shall be required to provide a ½ inch plastic or conduit line from the inside meter location to and through the exterior wall at a location near the area of the gas and/or electric meter for the purpose of running the remote meter wire prior to the rough inspection. The village shall install an outside radio read type meter reading device on each structure prior to occupancy.

Contractors Responsibility:

The Contractor shall be responsible for all materials obtained from the Village and shall protect the same from damage at all times. The contractor is responsible to examine all materials prior to signing receipt for it.

Responsible for Safe Storage:

The contractor shall be responsible for the safe storage of materials furnished to the contractor for the intended work until it has been incorporated in the completed project, or returned undamaged to the Village.

Any materials furnished by the Village that becomes damaged after acceptance by the contractor, shall be replaced by the contractor at their own expense and purchased at the Village of Frankfort. The contractor shall return to the Village all undamaged materials furnished by the Village.

WATER METER INSTALLATION

1. All water metering facilities shall be installed in a plumb and secure manner.
2. The minimum height for meter socket is 30" from top of foundation. The minimum depth for burial of meter socket is 18".
3. Only meter connection devices marked or labeled by the manufacturer with the letters CECHA are approved for use. Meter connection devices not bearing letters CECHA shall not be installed without specific company approval.
4. Ground rod(s) should be even with finished grades. Grounding rod(s) shall have a minimum clearance from meter connection device of six-inches (6"), and have a ground strip.
5. Outside equipment shall not protrude over a sidewalk, driveway, and loading ramp or be exposed to mechanical damage.
6. Metering equipment installed in a multiple occupancy building (2 or more tenants). Each meter connection device shall be labeled, tagged or stenciled showing the complete address serviced.
7. Grounding shall be to the unmetered side of cold water if non-metallic or removal be water meter's are used, a grounded conductor has to be permanently installed with the same size conductor as outside.

CONTRACTORS REGISTRATION GUIDE LINES

Village of Frankfort
432 W Nebraska St. Frankfort, IL 60423
815-46-2177 fax 815-412-2442 www.villageoffrankfort.com

REGISTRATION REQUIRED:

*EVERY CONTRACTOR MUST BE REGISTERED TO WORK WITHIN THE VILLAGE LIMITS.

REGISTRATION APPLICATION:

*EACH APPLICATION SHALL STATE THE BUSINESS NAME AND ADDRESS ALONG WITH A CONTACT NAME

PHONE NUMBER & FAX NUMBER

REGISTRATION FEES:

- \$150.00 PER YEAR IS REQUIRED FOR ALL GENERAL CONTRACTORS.
- \$75.00 PER YEAR IS REQUIRED FOR ALL SUBCONTRACTORS

BONDS:

*EACH APPLICANT IS REQUIRED TO SUPPLY TO THE VILLAGE OF FRANKFORT BUILDING DEPARTMENT A VALID DRIVERS LICENSE & PERMIT BOND. SAID BOND IS TO BE ISSUED BY A COMPANY APPROVED AND AUTHORIZED BY THE STATE OF ILLINOIS. BONDS ARE TO BE IN THE FOLLOWING AMOUNTS:

GENERAL CONTRACTOR	\$25,000.00
SUBCONTRACTORS	\$15,000.00

LIABILITY INSURANCE:

- A CERTIFICATE OF LIABILITY INSURANCE WITH WORKMAN'S COMPENSATION MUST ALSO BE ISSUED TO EACH CONTRACTOR

GENERAL CONTRACTOR:	
GENERAL LIABILITY	\$1,000,000.00
AUTO LIABILITY	\$500,000.00
EXCESS LIABILITY	\$2,000,000.00
WORKERS COMPENSATION & EMPLOYER LIABILITY	\$100,000.00

SUBCONTRACTORS:	
GENERAL LIABILITY	\$500,000.00
AUTO LIABILITY	\$200,000.00
EXCESS LIABILITY	\$1,000,000.00
WORKERS COMPENSATION & EMPLOYER LIABILITY	\$100,000.00

ADDITIONAL:

IN ORDER FOR US TO ISSUE A REGISTRATION CERTIFICATE WE MUST HAVE ALL THE ABOVE INFORMATION. ALSO AN ORIGINAL SIGNED COPY OF LIABILITY INSURANCE AND LICENSE AND PERMIT BOND. PLEASE ALLOW ONE TO TWO WEEKS IN RECEIVING YOUR REGISTRATION CERTIFICATE.

* ALL PLUMBING, ROOFING ,ALARM, AND IRRIGATION CONTRACTORS MUST ALSO SUBMIT A COPY OF THEIR STATE LICENSE..

*Plumbers need to register. Plumbing companies do not need a bond.

*Electrical contractor must submit their license. Electrical contractors must test from municipality with an Electrical Commission. Please check before testing for an electrical license.

*Eifs contractor must provide an applicator certificate to distinguish the type of system applied.

Village of Frankfort
 attn: Contractor Registration
 432 W. Nebraska St.
 Frankfort, IL 60423
 Ph: (815) 469-2177
 Fax: (815) 412-2442

VILLAGE OF
FRANKFORT
 INC • 1879



Contractor License / Registration Application

All contractors performing work within the Village of Frankfort must be licensed / registered annually. Licenses are valid for a one year period from the date of issuance provided all required documentation (see section II) is in good standing. Building permits will not be issued until all applicable contractors are licensed / registered and bonded.

I. General Information

Company Name: _____
 Type of Contractor: _____
 Applicant Name: _____
 Company Address: _____ City: _____ State: _____ Zip: _____
 Phone #: _____ Fax #: _____
 E-Mail: _____

II. Contractor Requirements (check one)

General Contractor A contractor who uses one or more trades or subcontractors to perform the required construction to complete any project for which a building permit is required

Registration Fee _____ \$150 (per year)
 Permit Bond _____ \$25,000
 Certificate of Liability Insurance
 General Liability _____ \$1,000,000
 Auto Liability _____ \$500,000
 Excess Liability _____ \$2,000,000
 Workers Compensation & Employer Liability _____ \$100,000

Sub-Contractor A contractor who performs only that type of work that is classified as a trade (e.g. plumbing, electrical and the like)

Registration Fee _____ \$75 (per year)
 Permit Bond _____ \$15,000
 Certificate of Liability Insurance
 General Liability _____ \$500,000
 Auto Liability _____ \$200,000
 Excess Liability _____ \$1,000,000
 Workers Compensation & Employer Liability _____ \$100,000

Additional Requirements

- All **plumbing, roofing, alarm and irrigation** contractors are required to provide a current copy of their state issued license.
- **Electrical** contractors must provide a copy of their current electricians license issued by a community with an active electrical commission.

III. Affidavit

I HEREBY DECLARE THAT THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I AGREE TO COMPLY WITH ANY AND ALL VILLAGE AND STATE CODES, ORDINANCES AND LAWS NOW IN FORCE AND ANY OTHERS THAT MAY BE ENACTED DURING THE DURATION OF THE REQUESTED LICENSE / REGISTRATION. I FURTHER UNDERSTAND THAT DURING THIS LICENSING / REGISTRATION PERIOD, SHOULD ANY OF THE THE REQUIRED INSURANCE OR BOND DOCUMENTS EXPIRE, THAT MY LICENSE / REGISTRATION SHALL BECOME NULL AND VOID UNTIL SUCH TIME PROOF OF INSURANCE AND / OR BONDING IS ACCEPTED AND ACKNOWLEDGED BY THE VILLAGE. ADDITIONALLY I UNDERSTAND THAT IT IS MY OBLIGATION TO SECURE A BUILDING PERMIT AND TO NOTIFY THE VILLAGE IN A TIMELY MANNER FOR ALL APPLICABLE INSPECTIONS. I AM ALSO AWARE THAT PERFORMING WORK WITHIN THE VILLAGE WITHOUT PROPER LICENCE / REGISTRATION AND / OR BUILDING PERMIT MAY RESULT IN A FINE OF UP TO \$750 PER DAY.

Authorized Signature: _____ Date _____

FOR OFFICE USE ONLY

Date Received: _____ Fees Paid: _____ License Number: _____

VILLAGE OF FRANKFORT
432 W NEBRASKA ST
FRANKFORT, IL 60423
815-469-2177
815-412-2442 fax

VILLAGE OF FRANKFORT
INDEPENDENT CONTRACTOR AFFIDAVIT

Name _____

Business Name _____

Address _____

Telephone Number _____

Federal Identification number or Social Security number. _____

Specified Trade _____

All of the following are to be checked yes or no:

True False

- | | | |
|-------|-------|--|
| _____ | _____ | 1. I am an independent contractor working in the construction trades. |
| _____ | _____ | 2. I am not employed by a corporation. |
| _____ | _____ | 3. I have not incorporated my business. |
| _____ | _____ | 4. I am not in a partnership. |
| _____ | _____ | 5. I do not employ nor do I intend to employ any individual. |
| _____ | _____ | 6. I do not, nor do I intend to, hire any subcontractor to perform any work. |

This affidavit is a statement by the affiant that the affiant operates as an independent contractor. By signing this affidavit, the affiant understands that the affiant and the affiant's heirs have no right to recover any benefits under the Worker's Compensation Act from anyone for whom the affiant is operating as an independent contractor should affiant sustain injuries or be killed while in the performance of duties as an independent contractor. This affidavit is binding and holds harmless any person and their workers compensation carrier when the affiant is found to have been injured or killed while operating as an independent contractor by the Worker's Compensation Board. Affiant represents that the affiant has read and understands this affidavit; that the affiant has had an adequate opportunity to seek and receive the advice of counsel prior to executing this affidavit; and that the affiant freely and without duress or concern has executed this affidavit.

Signature

Date

Attention Builder

The following documentation is needed for submittal of all Commercial/Industrial Building Permit Applications.

*** If you do not have information listed below – We CANNOT process your building permit.

- Building permit application filled out and completed properly.
- 3 plans submitted, stamped by an IL Licensed Architect.
 - If Restaurant need specs on kitchen equipment.
- New Building Construction must submit Engineering drawings and separate landscaping drawing with separate landscaping permit.
- Plat must be drawn by professional engineer and match approved engineering for the subdivision and designed to include the information as outlined on the attached engineering form.
 - ADDITIONAL INFORMATION MUST ALSO BE INCLUDED ON THE PLAT:
 - Front, middle, rear, & side grades on lot
 - Slope on driveway-distances to lot line (number of curb cuts along R.O.W. with 25' of green space)
 - Square footage of lot
 - Sign location (separate permits needed for wall and monument signs.)
 - ❖ The Village of Frankfort will not issue individual building permits for lots that deviate from the approved plan
- If the business is a food service establishment then Will County Health Department Approval required. Submit copy of report from Health Department.
- List of contractors, *Contractors must be licensed, bonded and insured at time of issuance.
- Window information from manufacturer.
- HVAC information provided by the HVAC contractor and/or architect.
- COM-Check form filled out (www.energycodes.gov)
- Developers Approval if applicable, or HOA approval.
- Arborist Report for construction on wooded lots if applicable.
- Letter of Intent from both the Plumbing and Electrical Contractors must be submitted for any project within the Village of Frankfort.
- Double Check with Village Staff or the Village Zoning Ordinance to make sure that the Business is allowed in that zoning district or if a special-use permit is needed for what is being proposed.
- Business License must be applied for and obtained when final occupancy is issued for the business.

GENERAL CONTRACTOR: _____

Address of Construction: _____

Subdivision: _____ Lot #: _____

Phone #: _____

SIGNATURE: _____ Date: _____

BUILDING DEPARTMENT

Commercial ENGINEERING Review

Date: _____

ATTENTION: _____

Subdivision: _____

Lot: _____

GENERAL CONTRACTOR: _____

Address: _____

Telephone: _____

STORM WATER MANAGEMENT PLAN

100 YR Overflow on Property: _____

Drainage Route: _____

Identify (Finished Floor) elevation in relation to the H.W.L. (High Water Line) of adjacent detention ponds: _____

*If rear property line is higher than foundation, sufficient grades are required to show flow around house (horseshoe grading).

Rear Yards: (1-10%): _____

Top of Foundation Proposed: _____

L/O Elevation: _____

W/O Elevation: _____

- Any proposed walk-out (WO) and look-out (LO) basement foundations **must** be designated on the plans.
- **Stepped foundations** must identify finished grades as they relate to the approved drainage plans of the subdivision.

Lot Lines/low flow areas: (1% minimum) _____

Side Yards: (1-20%): _____

Garage Location: _____

Driveway: (2-8%) Limit area / show location: _____

APPROVED FOR PERMIT: _____

• **ADDITIONAL COMMENTS:**

VILLAGE OF
FRANKFORT
INC • 1879

Office use only:
Permit Number: _____

Building Permit Application

432 W. Nebraska Street, Frankfort, IL 60423
Phone (815) 469-2177 Fax (815) 412-2442

New Building () Building Addition () Remodeling () Other ()

Application Date ____/____/____

Permit Date ____/____/____

Project Address _____

Real Estate Tax Index Number (PIN) _____

Total sq. ft. of work _____ Estimated Cost of Construction _____

Lot Number _____ Subdivision Name _____

Property Owner _____ Phone _____
Address _____ Fax _____
_____ e-mail _____

Tenant Name of Property _____ Phone _____
Address _____ Fax _____

Project description statement _____

Architect _____ Phone _____
Address _____ Fax _____
_____ Cell _____

Engineer _____ Phone _____
Address _____ Fax _____
_____ Cell _____

Contractor Information:

General Contractor _____ Phone _____
Address _____ Fax _____

Carpentry Contractor _____ Phone _____
Address _____ Fax _____

Excavation Contractor _____ Phone _____
Address _____ Fax _____

Concrete Contractor _____ Phone _____
Address _____ Fax _____

Electrical Contractor _____ Phone _____
Address _____ Fax _____

Plumbing Contractor _____ Phone _____
Address _____ Fax _____

Sewer & Water Contractor _____ Phone _____
Address _____ Fax _____

Radon Piping Contractor _____ Phone _____
Address _____ Fax _____

HVAC Contractor _____ Phone _____
Address _____ Fax _____

Masonry Contractor _____ Phone _____
Address _____ Fax _____

Insulation Contractor _____ Phone _____
Address _____ Fax _____

Drywall Contractor _____ Phone _____
Address _____ Fax _____

Roofing Contractor _____ Phone _____
Address _____ Fax _____

Gutter/Soffit Contractor _____ Phone _____
Address _____ Fax _____

Flooring Contractor _____ Phone _____
Address _____ Fax _____

Painting & Decorating Contractor _____ Phone _____
Address _____ Fax _____

Paving Contractor _____ Phone _____
Address _____ Fax _____

EIFS Contractor _____ Phone _____
Address _____ Fax _____

Other Contractor _____ Phone _____
Address _____ Fax _____

The applicant hereby certifies to the correctness of the information and agrees to comply with all codes of the Village of Frankfort. In the event of a conflict between the approved document, any approved plans or inspections, with regard to the building and zoning code, the owner or his agent is not relieved from the responsibility to conform to all applicable codes and ordinances.

Signature _____ Date _____
Owner

Signature _____ Date _____
General Contractor

Company Letterhead

Phone
(815)
555-555-5555

Phone
(708)
555-555-5555

Mailing Address: P.O. Box 1234, Frankfort, IL 60423
Fax (555) 555-5555 Warehouse Address: 123 Anywhere
Website: www.yourcompany.com Email: yourcompany@mail.com

Date

To Whom It May Concern:

Company Name (IL contractor license # **055-000000**) will be doing all the plumbing necessary for the work at **Street Address**.
The homeowners name is **John Doe**. The property ID number is 00-00-000-000-0000.

The plumbing will consist of (*Example:*) **1" type L copper, a ball valve and drain, a Watts U919AQT reduced pressure backflow valve.**

The valve will be certified the day we do the plumbing.

If there are any questions or problems about the job please feel free to call us.

Sincerely,

Joe Plumber, *position in company*

Notary Seal if Not a corporation.

If incorporated, affix corporate seal here.

(225 ILCS 320/37) (from Ch. 111, par. 1135)

Sec. 37. Each governmental unit which is authorized to adopt and has adopted any ordinance or resolution regulating plumbing may provide for its administration and enforcement by requiring permits for any plumbing system installation, the inspection of plumbing system installations by inspectors who are licensed as plumbers in accordance with the Illinois Plumbing License Law, and the issue of certificates of approval or compliance which shall be evidence that a plumbing system has been installed in compliance with the Code of standards so adopted.

A letter of intent shall be included with all plumbing permit applications. The letter shall be written on the licensed plumber of record's business stationery and shall include the license holder's signature and, if the license holder is incorporated, the license holder's corporate seal. If the license holder is not incorporated, the letter must be notarized.

A governmental unit authorized to adopt regulations may, by ordinance or resolution, prescribe reasonable fees for the issue of permits for installation work, the issue of certificates of compliance or approval, and for the inspection of plumbing installations.

(Source: P.A. 94-132, eff. 7-7-05.)

Company Letterhead

Phone
(815)
555-555-5555

Phone
(708)
555-555-5555

Mailing Address: P.O. Box 1234, Frankfort, IL 60423
Fax (555) 555-5555 Warehouse Address: 123 Anywhere
Website: www.yourcompany.com Email: yourcompany@mail.com

Date

To Whom It May Concern:

Company Name will be doing all the electric necessary for the work at ***Street Address***.

The homeowners/general contractor name is ***John Doe***. The property ID number is 00-00-000-000-0000.

The electric will consist of (***Example:***) "***Work to be done*** "

If there are any questions or problems about the job please feel free to call us.

Sincerely,

Joe Electric, ***position in company***

Notary Seal if Not a corporation.

If incorporated, affix corporate seal here.

VILLAGE OF
FRANKFORT

INC • 1879

VILLAGE OF FRANKFORT
CHANGE OF CONTRACTOR FORM
432 W. NEBRASKA STREET
FRANKFORT, IL 60423

Phone (815) 469-2177 FAX: (815) 412-2442

Date: _____

Permit #: _____

Date Changed: _____

PROPERTY ADDRESS: _____

OWNER OF PROPERTY: _____

GENERAL CONTRACTOR: _____

OLD CONTRACTOR INFORMATION:

Contractor Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Type of Contractor: _____

License #: _____

NEW CONTRACTOR INFORMATION:

Contractor Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Type of Contractor: _____

License #: _____

SIGNATURE: _____ **DATE:** _____

** All Contractors are required to have a Surety Bond and Certificate of Insurance made out to the Village of Frankfort. Plumbing and Roofing Contractors require a copy of the State License. Electrical Contractor must submit their license from the municipality with an electrical testing commission. Please check before testing for an electrical license.*