



Village of WILLOWBROOK

RESIDENTIAL KITCHEN REMODEL CHECKLIST

Mayor

Frank A. Trilla

Village Clerk

Deborah Hahn

Village Trustees

Mark L. Astrella

Sue Berglund

Umberto Davi

Michael Mistele

Gayle Neal

Gregory Ruffolo

Village Administrator

Sean Halloran

Chief of Police

Lauren Kaspar

PERMIT APPLICATION

- ☐ Complete a general permit application with all pertinent contractor information.
- ☐ Complete the electrical application, signed by the supervision electrician, and provide a copy of their municipal license, certificate of insurance and a \$10k Surety Bond.
- ☐ Complete the plumbing permit application, and provide a copy of the plumber's state contractor's license and a letter of intent.
- ☐ General Contractor will need to provide a certificate of insurance.
- ☐ Mechanical contractor will need to provide a certificate of insurance naming the Village of Willowbrook as certificate holder.
- ☐ If you are unsure of the subcontractors, you will be employing at the time you apply for permit, you may still submit your application. The Village will not issue a building permit however, until everyone working on your project has been identified.

SUBMITTAL REQUIREMENTS

- ☐ Submit FOUR (4) sets of drawings/sketches that indicate:
 - Existing and proposed floor plan with dimensions.
 - Indicate all existing and proposed wall modifications.
 - If any walls are being relocated or removed drawings must be prepared by an architect or structural engineer licensed in the State of Illinois.
 - Electrical plan including receptacles, lighting, switches, smoke detectors, and any other electrical appliances.

GENERAL REQUIREMENTS

- Two (2) dedicated 20-amp small appliance branch circuits required at the counters.
- The circuits supplying the outlets shall be arc fault protected.
- All kitchen counter receptacles shall be GFCI protected and tamper resistant.
- GFCI protection is required on the outlet that supplies the dishwasher.
- Receptacles required at peninsular counters and island counters.
- Counter receptacles shall be spaced so no point along the counter is more than 24" to receptacle. Receptacles shall be located within 24" of the edge of the sink, stove, refrigerator, and counter edge.
- The individual dwelling unit shall be equipped with carbon monoxide and smoke detectors located as required for new dwellings per the 2018 International Residential Code Sections R314.3.1 and Sections R315.2.
- The kitchen sink waste shall be 2".
- The kitchen exhaust fan shall discharge directly to the exterior.
- If the kitchen exhaust fan exceeds 400 CFM, a makeup air system is required & details shall be submitted for review and approval.



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☐ **MUST COMPLY WITH THE FOLLOWING CODES:**

- 2018 International Residential Code
- 2018 International Mechanical Code
- 2018 International Energy Conservation Code
- 2018 International Fuel Gas Code.
- 2014 Illinois Plumbing Code
- 2017 National Electrical Code

☐ **REQUIRED INSPECTIONS:**

- Rough Building
- Rough Electrical
- Rough Mechanical
- Insulation
- Final Building
- Final Electrical
- Final Mechanical

☐ **SCHEDULING INSPECTIONS:**

Please call Community Development at (630) 920-2240 for final inspection. Please have the permit number and site address ready. In addition, please allow a minimum of 48 hours when scheduling an inspection. Inspections are performed Monday, Wednesday, and Friday 9am to 12pm.



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I hereby certify that I have read and understand all the regulations and requirements, and I agree to comply with all the regulations contained herein.

Signature: _____ *Date:* _____



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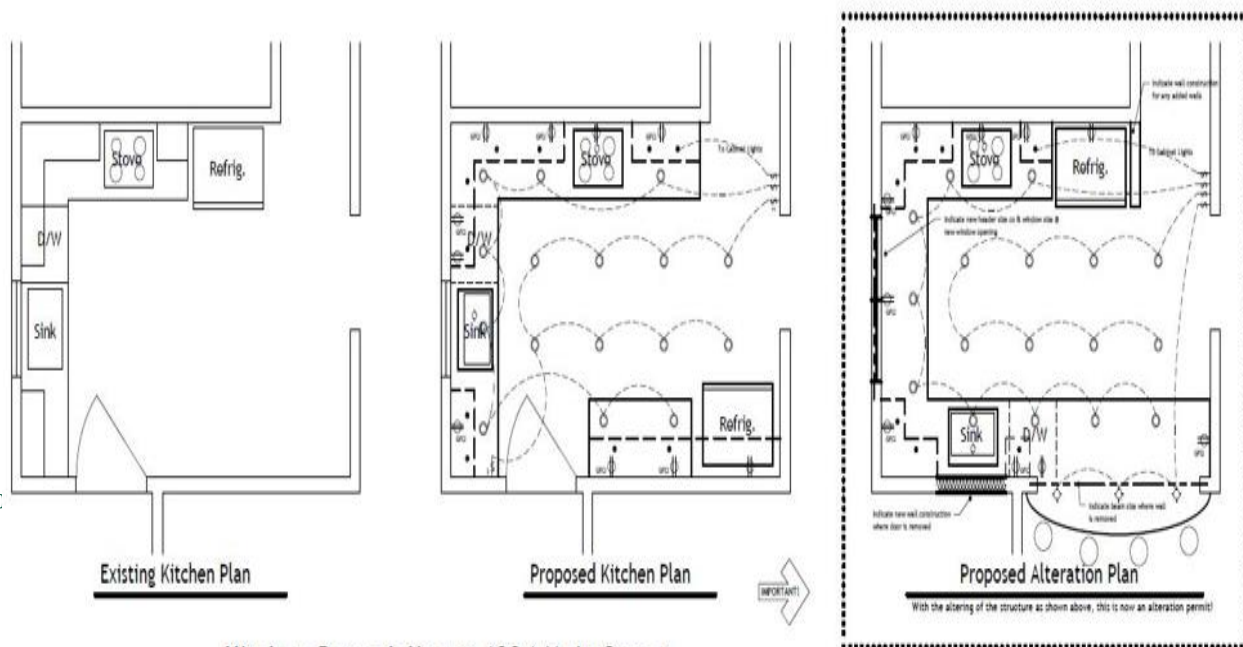
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*** THE FOLLOWING KITCHEN DETAILS ATTACHED ARE FOR REFERENCE ONLY ***



Kitchen Remodeling @ 1234 Main Street

***Allow ten (10) business days for plan review. Additional information may be required after completion of review.**



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