



Applying for Permits for Additions in Jersey County

Site Plan

For additions or alterations which increase the size or height of the existing structure, or for replacing a deck, porch or other projection of the existing structure, a site plan is required. Submit an accurate site plan for review and approval. Contact the County Code Administrator for setback and other requirements. The site plan should include:

- Location of the proposed addition, the house and any other buildings or structures on the property.
 - Distances from buildings and structures to property lines.
 - Distances between buildings and structures.
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Jersey County Health Department

1307 S. State Hwy. 109
Jerseyville, IL 62052

Phone 618-498-9565 Ext. 316

www.jerseycountyhealth.org

If the new addition includes additional bedrooms, a septic approval letter will be required prior to issuing a building permit.

Zoning Permits

If you are located within a mile $\frac{1}{2}$ of the corporate limits of the following municipalities a zoning permit will be required prior to building permit issuance:

City of Jerseyville

City of Brighton

Phone 618-498-3211

Phone 618-372-8860

Jersey County Code Administrator

200 N. Lafayette St., Suite 6
Jerseyville, IL 62052

Phone 618-498-5571 Ext. 146

Fax 618-498-2375

codeadmin1@jerseycounty-il.us

www.jerseycountyillinois.us

Plan Requirements:

One complete set of plans and specifications are required when applying for a Building Permit. One set will be retained by the County Code Administrator. Plans shall be drawn no smaller than $\frac{1}{4}$ inch to 1 foot. The following is a guide to the information required:

Illinois Energy Conservation Code:

www.energycodes.gov/rescheck

A passing ResCheck® must accompany the plans. All information on the ResCheck® shall be the same

information that is listed on the plans. (R-values for insulation, U Factors for windows & doors)

Foundation/Basement Plan:

- Indicate foundation type (for example: basement, crawl space, slab on grade, post or pier footings).
- All footing locations and sizes indicated (including porches and decks).
- Posts and beams: location, materials, sizes. (Including porches and decks).
- First floor joist type, material, size, and spacing. (when applicable)

Additional Information for Basement Plans (*when applicable*):

- Partition walls, including size and spacing of studs in bearing walls.
- Room dimensions and overall dimensions. Label rooms.
- Window locations and sizes (manufacturer and model number).
- Door locations and sizes.
- Furnace and water heater location.
- Smoke detector locations.
- Sump pit location

First Floor Plan: (*Include existing rooms adjacent to the addition*)

- Room dimensions and overall dimensions. Label rooms.
- Window locations and sizes (manufacturer and model number). Door sizes.
- Separation between house and garage (gypsum board on garage side and solid wood or hollow metal door). When applicable.
- Smoke detector, carbon monoxide alarm, exhaust fan, attic access locations.
- Second floor joist type, material, size, spacing.
- Beam and header sizes, material. Girder truss locations. Indicate any bearing walls.
- Porches and decks: dimensions, construction methods.
- Plumbing fixtures, bathroom and kitchen layout.

Wall Cross Section Drawing: (*include size, material, spacing*)

- Footing, foundation, reinforcing, anchor bolts, tile, gravel, damp-proofing, final grade level.
- Treated sill plate, floor joist, box joist, floor sheathing.
- Wall framing, wall sheathing, headers.
- Weather barrier, siding, vapor barrier, interior finishes, ceiling heights.
- Insulation: basement wall, frame wall, ceiling. Footing and slab at walkout, when applicable.
- Ceiling joist, rafters, trusses, roof sheathing.
- Eave ice barrier, roof felt underlayment, roofing, soffit, fascia, attic vents.

Stair Cross Section Drawing: (*when applicable*)

- Rise, tread (net run), headroom, handrail height, guard spacing, and stair width.
- Details on winders when applicable

Exterior Elevation Drawings of Sides:

- Show final grade.
 - Porches, decks, landings at doors. Guards and steps at decks.
 - Windows and doors.
 - Siding and/or exterior finishes.
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Other Important Information

Plan reviews may take up to 5 days to complete. No digging may begin until a building permit has been issued. Applications must be fully completed including telephone numbers of owners, contractors, concrete contractor, roofer, plumbing, electrical. License numbers are required for roofers and plumbers. The applicant or holder of the permit is responsible for calling for required inspections and for keeping the work open and accessible for inspection purposes.

The addition or the portion of the building affected by the work **must not be occupied** until the **Final Inspection** has been completed and approved and a **Certificate of Occupancy** has been issued.

