



BUILDING DEPARTMENT
(847) 395-1000
FAX: (847) 395-1920
Hours: 8:00am – 4:30pm

TEMPORARY STRUCTURES

An On-Site Inspection is needed before permit approval. Mark out the location of the temporary structure, contact J.U.L.I.E. at 800-892-0123 and then contact the building department at the number listed above to set up an on-site inspection

Below you will find a summary of code requirements for a temporary structure within the Village of Antioch, based upon Village Code. **THIS IS ONLY A SUMMARY**. You may find it helpful to become more familiar with the Building Code before erecting a temporary structure. Please feel free to call the Plans Examiner at (847) 395-1000 if you have any questions.

SPECIFIC REQUIREMENTS

- ◇ Any temporary structure in excess of 120 square feet requires a permit.
- ◇ Temporary structure shall be permitted for a period of less than 180 days.
- ◇ Any temporary structure (tent) will need to provide proof of fire resistant rating. (i.e. label)
- ◇ Display NO SMOKING signs under tent
- ◇ Promotional signage (banners) to be restricted to the property. (if applicable)
- ◇ No open flames allowed.
- ◇ At LEAST a 4' (four foot) aisle way with NO OBSTRUCTIONS.
- ◇ Any electric to be GFI protected, UL and OSHA approved. (if applicable)
- ◇ Noise to be kept to a level to avoid being a nuisance to neighbors.
- ◇ Sale and consumption of alcoholic beverages shall be on the premises holding the liquor license. The temporary structure is NOT part of the premises. (if applicable)

WHAT INFORMATION DO I NEED TO SUBMIT FOR A PERMIT?

- Completed Permit Application.
- Proposal from Contractor; if applicable.
- Two Scalable Certified Copies of the Plat of Survey, *in its entirety*, showing the proposed location of the temporary structure.
- Two Sets of Building Plans showing all required measurements of the temporary structure with all installation details noted.

WHAT HAPPENS NEXT?

We will contact you by phone or fax within 5 – 10 business days to inform you when your permit is ready to be picked up. Work cannot be started until the permit is paid for and picked up. The permit must be picked up in person. We accept cash or checks. If there are additional items needed before permit issuance we will try to contact you as soon as possible.

HOW MUCH WILL MY PERMIT COST?

Permit fees are \$100.00 which includes plan review fees, and all inspections. Per Village Ordinance 09-11-32 50% of the fee shall be collected at the time of permit submission (application).

Per Village Ordinance 09-08-23 an electronic filing fee will be assessed. If electronic documents are not provided by the applicant, each application for a site development or building permit fee shall be accompanied by a 10 dollar flat fee plus, 8 dollars for each 24” by 36” full sized plan sheet and 1 dollar per 11” by 17” or smaller sheet.

WHAT INSPECTIONS ARE REQUIRED?

1. On-site inspection required as a condition of permit issuance. Temporary structure location is to be clearly marked with J.U.L.I.E. locates in place.
2. Electric (if applicable)
3. Removal to insure cleanup.

INSPECTIONS ARE SCHEDULED MONDAY THROUGH FRIDAY BY CONTACTING THE BUILDING DEPARTMENT AT (847) 395-1000 BEFORE 2:00 P.M. THE PREVIOUS DAY BEFORE THE INSPECTION IS NEEDED. THIS IS A MINIMUM, DEPENDING ON THE WORKLOAD; IT MAY NOT ALWAYS BE POSSIBLE TO SCHEDULE AN INSPECTION FOR THE FOLLOWING DAY.

PROVIDE PERMIT NUMBER AND ADDRESS WHEN CALLING IN FOR INSPECTIONS.

IF THE INSPECTOR NEEDS TO RETURN FOR THE SAME INSPECTION, A \$150.00 RE-INSPECTION FEE IS REQUIRED TO BE PAID BEFORE A RE-INSPECTION CAN BE SCHEDULED.

NO RE-INSPECTION ON THE SAME PHASE OF CONSTRUCTION SHALL BE DONE IN THE SAME 24-HOUR PERIOD.

THIS IS TO SERVE AS WRITTEN DOCUMENTATION THAT I WILL COMPLY WITH ANY/ALL REVIEW COMMENTS RECEIVED FROM THE INSPECTORS OF THE VILLAGE OF ANTIOCH AS THEY PERTAIN TO THE ISSUANCE OF PERMIT NUMBER _____.

Further, this is to serve as written notice that NO ADDITIONAL OPTIONS will be incorporated into Construction Permit “after-the-fact”. Should any additional options/revisions be

required/desired after this permit has been issued and construction has begun, the work on said options/revisions will NOT begin until such time that the Permits Coordinator or the Chief Building Inspector has been contacted and informed of any/all revisions/options. This will allow for appropriate revisions to be added to the plan submitted and for file to be maintained appropriately, allowing for proper authorization of same. It will also allow for proper fee structure to be applied and for all necessary paperwork to be completed and reviewed by our Inspectors prior to the additional options/revisions being incorporated into this particular permit application.

This permit (once issued) will cover only the work specified on the plan submitted. I understand that a signed/notarized Contractor's Statement may be required at the time that the construction is ready for a Final Inspection.

If any changes occur with regards to the sub-contractors reflected on the permit, notice will be given to the Village (in writing) so that all appropriate insurance and bonding requirements will be met PRIOR to that portion of the work beginning.

I am aware of the review comments made by the Inspectors and will adhere to their findings. All concerns regarding this application for permit have been addressed. Signing of this is an acknowledgment of that fact and also the understanding that I will also comply with/adhere to any/all comments, concerns, adjustments or determinations of the Village Inspectors which may result at the site, once work is in progress.

The property-in-question may be subject to Covenants, Conditions, and Restrictions (CCR's), which are private restrictions subject to enforcement by a Homeowners' Association. In issuing any construction permit, the Village of Antioch makes no representation that the approved plans comply with the provisions of the CCR's.

NOTE: Building Plans are to be kept on site as per Building Code

THE APPLICANT ACKNOWLEDGES TO HAVE READ THE ABOVE, AND AGREES TO SAME.

Signature

Date