

Grundy County Administration Building

Land Use Department

1320 Union Street

Morris, IL 60450

(815) 941-3228

Hours Monday-Friday; 8-4:30 PM



ACCESSORY BUILDING PERMIT APPLICATION

OWNER NAME: _____ DATE: _____

CONSTRUCTION ADDRESS: _____

PIN#: _____

CITY: _____ ZIP CODE: _____

PHONE: _____ EMAIL: _____

GENERAL CONTRACTOR: _____ Cell: _____

EMAIL: _____

LIST ANY OTHER CONTRACTORS:

_____ Cell: _____

_____ Cell: _____

SIGNATURE OF OWNER: _____

SIGNATURE OF GENERAL CONTRACTOR: _____

ESTIMATED COST OF CONTRUCTION: _____

INSPECTIONS: LOCATION, CONCRETE PREPOUR, ROUGH INSPECTION, INSULATION, AND FINAL

BUILDING INSPECTOR WORKS: MONDAY, TUESDAY, THURSDAY AND FRIDAY MORNING

PLUMBING INSPECTOR WORKS: MONDAY AND THURSDAY AFTER 4:00 PM.

OFFICE USE ONLY

ISSUED BY: _____ DATE: _____ EST./EXP. DATE: _____

FEE: _____ FLOODPLAIN: _____ FD: _____ RD COM: _____ EH: _____

CASH: _____ CHECK #: _____ RECEIPT #: _____ DATE REC: _____

PROVIDE THE FOLLOWING:

Drawings:

One set of full drawings showing all details of electric, plumbing, gas pipe, heating, concrete, and framing will need to be provided for review.

If trusses are used, truss certificates stamped by a current Professional Engineer registered in Illinois shall be provided.

Provide Location: Plat of survey or a drawing that shows the location of the proposed accessory building to the rear and side property lines. Accessory buildings are required to be placed either in the side or the rear of the home.

Setback requirements: Accessory buildings shall be placed ten feet (10'0") from the side and rear property lines and out of the floodplain.

Accessory buildings in Agricultural Zoning districts that house animals must be one hundred feet (100'-0") from the side and rear property lines and out of the floodplain.

Culvert Approval: If a new culvert will be installed for the construction of this accessory structure, the culvert approval sheet shall be completed and submitted with the permit submittal. Information for the road commissioners is attached in your packet.

Fire Department Approval: If a new driveway will be installed leading to the accessory structure and the length is greater than 200'-0", the Fire Department having jurisdiction will need to approve the driveway construction following the specifications listed or a deviation thereof. The approval from the Fire Department is included in our packet and will need to be turned in fully completed when permit is submitted.

Septic Setback Sheet Completed: Complete the affidavit form stating that you will be greater than ten feet (10'-0") from your septic and well and return it with your submittal. If you are unsure where the septic field is located, you may call the Environmental Health Department at (815) 941- 3115 and they will help you with that location.

.....

SEPTIC SETBACK REQUIREMENTS:

In order to receive a building permit for the following structures, the following setbacks shown in the table below shall be complied with according the Grundy County Environmental Health Department:

- A) Additions onto a single family home that is not a bedroom space.
- B) Decks
- C) Accessory Buildings

Proposed Construction	Setback to Septic Tank	Setback to Septic Field
A	10'-0"	10'-0"
B	10'-0"	10'-0"
C	10'-0"	10'-0"

In order to receive a building permit for any of the three structures listed above, the following shall be signed and dated:

I _____, as the owner or authorized agent for the owner have read and understand the above listed setbacks of the proposed construction to both the septic tank field and will adhere to those setbacks throughout the whole construction process.

I understand that failure to comply with these setbacks is a violation of the State the Grundy County Environmental Health regulations and may cause failure to the septic system that is located on this property. I also understand that the Grundy County Health Department may inspect our property to enforce these regulations.

Signature of owner or authorized agent

Date

Grundy County Land Use Department

**1320 Union Street
Morris, IL 60450
(815) 941-3229
(815) 941-3432 (fax)**



Concrete Cold Weather Requirements

The Grundy County Land Use Department enforces the 2018 International Code Council (I.C.C.) building series of codes.

Cold weather is defined as when conditions are such that the outdoor ambient temperature is less than 40 degrees F for four days.

The following requirements will be employed for cold weather concrete pours:

Subgrade:

- 1) Excavations shall not be left open for greater than twenty four hours (24) hours.
- 2) All excavations for concrete pours shall be protected from frost migration immediately after excavation with the use of thermal blankets.
- 3) Subgrade shall be free of any ground water, ice, or frost prior to pour.

Footings:

- 1) Footings are allowed to be poured when the temperature is 20 degrees F and rising with the following stipulations enforced:
 - Concrete shall be maintained at a temperature of 50 degrees F for a period of three consecutive days after the placement of the concrete.
 - Protection in the form of thermal blankets shall be provided in place for the period of three days following the pour.

Foundations:

- 1) Foundation walls may be poured when the outside ambient air temperature is 40 degrees F or above. ACI 318-08 requirements will be applied if the outside ambient air temperature is below 40 deg F.
- 2) Concrete shall be maintained at a temperature of not less than 50 degrees F for a minimum of seven (7) consecutive days.
- 3) Insulated blankets need to be provided for the entire height and width of the poured walls and shall be left on for curing for a period of 3 days or greater.

Flatwork:

- 1) Minimum air temperature shall be 32 deg F and rising for the pour.
- 2) The excavated site, stone subgrade shall be free from frost or water, and shall be protected with thermal blankets prior to the pour.
- 3) Thermal blankets shall be used after the pour and maintained in place for a period of 5 days after pour.
- 4) Concrete contractor may use high strength concrete with a minimum of a 6-bag mix with the condition that the temperature of the concrete is maintained at 50 deg F for a period of three (3) days following the pour with the use of a thermal blanket.

Admixtures:

- 1) The use of Calcium Chloride is prohibited.
- 2) Any admixtures that are used for water reduction and setting time modification shall conform to the requirements of standard ASTM C494.
- 3) Any admixtures for use in producing flowing concrete shall conform to ASTM C1017.
- 4) Air-entraining admixtures shall conform to ASTM C260.

By signing as the General Contractor/Owner, I understand that the cold weather requirements will be followed:

General Contractor/Owner

Date

Grundy County

Land Use Department
1320 Union Street
Morris, IL 60450
(815) 941-3229
(815) 941-3432 (fax)



GRUNDY COUNTY CULVERT PERMIT

This form shall be completed by the Township Road Commissioner in your Township. It shall be turned in as part of your submittal for a single family home building permit.

This approvals verifies that the culvert that was installed has met with the approval of the Road Commissioner.

A sheet is attached that provides you with the name and contact information for the Road Commissioners in Grundy County by Township.

Name(s) of Owner(s): _____

PIN# of the parcel: _____

Name of the Road: _____

City: _____

Length, diameter, and materials for the culvert:

Installation of the culvert and entrance location approved by:

Signature

Date

Print Name and Title

[illegible]

Grundy County Administration Building

Land Use Department
1320 Union Street
Morris, IL 60450
(815) 941-3228
(815) 941-3432 (fax)



Grundy County Fire Service Driveway Specifications

If a new driveway is being installed for a construction project that is equal or greater than 200'-0" in length, a Fire Department approval is required. The Fire Department having jurisdiction may provide a waiver from any of the requirements that are listed below.

This application is to be completed by the property owner, and approved by the Fire Department having jurisdiction.

The following are specifications which all of the Fire Departments within Grundy County accepted:

- 1) Unrestricted height shall be a minimum of 14'-0" and must be maintained by the owner of the parcel.
- 2) Unrestricted width shall be a minimum of 16'-0" and must be maintained by the owner of the parcel.
- 3) Driveways shall be completed prior to any combustible materials being brought on site.
- 4) Gates:
 - Shall be a minimum of 16'-0" in width
 - Shall be recessed off of the right of way a minimum of 48'-0" for turning radius abilities of the trucks.
 - May require a Knox Box if the Fire Department requires. Knox Box is required to be installed at the owner's expense.
- 5) Culvert to be installed in accordance with the private road standard or requirements set forth by the Road Commissioner shall have the following:
 - Minimum turning radius of 45'-0"
 - Culvert shall be galvanized
 - Culvert depth and size shall be approved by the Road Commissioner
- 6) At the end of the driveway there shall be the following:
 - An unrestricted area that has the dimensions of 60'-0" x 60'-0" which will allow the Fire Department to operate.
 - The unrestricted area shall be within 75'-0" from the structure.
- 7) Provide and include the following attachments:
 - Plat of survey showing the location of the driveway
- 8) A reflective numerical sign shall be installed at the entrance of the driveway in accordance with the requirements of the Fire Department.

Property Owner Name: _____

Address: _____

City: _____ Zip Code: _____

Email Address: _____

Cell Phone: _____

Property Pin#: _____

The information that was provided to the Fire Department meets with the requirements listed herein and also with any additional requirements for the Fire Department having jurisdiction:

Signature of Fire Chief or Designee

Date