



# CENTRAL AIR CONDITIONING Permit Application Checklist

Community Development Department

Revision Date: 07/22/2020

## Required Permit Applications:

- ❖ [Fill out and submit Building Permit Application](#)

## Submittal Requirements:

- ❖ For online submission, One (1) copy of Description of Specifications
- ❖ For paper submission, Two (2) copies of Description of Specifications

## Permit Fees (Fee is not due until permit is ready):

- ❖ \$40.00

## License Requirements:

- ❖ None

## Other Requirements & Information:

- ❖ Work must be started and completed within six (6) months of the issue date.
- ❖ The condensing unit should be located in the rear yard. However, the condensing unit may be placed in the side yard provided it does not encroach into the required side yard more than 24 inches.
- ❖ In no instance, shall the condensing unit be positioned in the front yard or to direct any exhaust air directly at or upon any building, or cause damage to any vegetation in an adjoining lot.
- ❖ Permit is not required to install a Window unit.
- ❖ Individual subdivision covenants may have special requirements and restrictions. It is up to homeowner to receive Home Owner's Association approval.
- ❖ After Permit is issued, as construction progresses, inspections are required. [Click here to schedule inspections online](#). Or call us at 847-658-2700 # 1003.
- ❖ Contact JULIE at 811 or [www.illinois1call.com](http://www.illinois1call.com) before you dig.

## Adopted BUILDING CODES:

International Residential Code 2006 | International Building Code 2006 | International Fire Code 2006 | International Mechanical Code 2006 | International Fuel Gas Code 2006 | National Electrical Code 2002 | [Illinois State Plumbing Code 2014](#) | [Illinois Energy Conservation Code 2015](#) | International Existing Building Code 2006 | International Property Maintenance Code 2006 | Illinois Accessibility Code 1997

Please note that this checklist is not intended to be all-inclusive.  
Due to changes in codes, regulations, and ordinances, other requirements may apply.