

Village of



Building/Planning Division
419 Richmond Road
Kenilworth, IL 60043

Phone: 847-251-1666, ext. 5253
Fax: 847-251-3908
Email: Community@vok.org

Fireplace / Chimney Permit Information

What to Submit

- Permit Application
- Detailed Scope of Work / Contractor Quote
- Architectural Drawings

Inspections

Inspections are scheduled for a.m. or p.m., Monday through Friday. Inspections must be requested by 4 p.m. the day before the requested inspection day by calling 847-251-1666. Same day re-inspections are not available.

Required Inspections

- Rough Framing
- Gas Line Test (if applicable)
- Fireplace Hearth
- Final
- Any other inspections deemed necessary by the plan reviewer

Costs

- **Permit Fee:** 3% cost of construction; \$30 minimum
- **Escrow:** 25% of construction cost up to \$2,500 refunded upon completion of project/ final inspection



Notes

Building height limitations do not apply to chimneys.

Any questions? Contact our Building/Planning Division at 847-251-1666 ext. 5253 or community@vok.org.

****Call J.U.L.I.E. (800-892-0123) before digging****

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Checklist

Required Documents		Document Attached
• Permit Application		
• Detailed Scope of Work / Contractor Quote		
• Architectural Drawings		
Other Items to Note		
• Required Inspections		
○ Rough Framing		
○ Gas Line Test (if applicable)		
○ Fireplace Hearth		
○ Final		
* Any other inspections deemed necessary by the plan reviewer		
Adopted Building Codes		
• 2015 International Residential Code	• 2015 Illinois Energy Conservation Code	
• 2015 International Building Code	• 2015 International Existing Building Code	
• 2014 Illinois Plumbing Code	• 2015 International Swimming Pool and Spa Code	
• 2014 National Electrical Code	• 2012 International Property Maintenance Code	
• 2015 International Mechanical Code	• 2015 International Fire Code	
• 2015 International Fuel Gas Code	• 2015 NFPA 101 Life Safety Code	

VILLAGE OF KENILWORTH APPLICATION FOR BUILDING PERMIT

Building/Planning Division | 847-251-1666 | community@vok.org

DATE: _____

Application is hereby made for a permit to _____
(work to be performed)

(type of building such as residence, garage, etc.)

PROPERTY ADDRESS: _____

NUMBER OF STORIES: _____ CONSTRUCTION COST: _____

KIND OF MATERIAL: _____

	NAME	ADDRESS	EMAIL	PHONE/FAX
OWNER				
ARCHITECT				
GENERAL CONTRACT				
CARPENTER				
PLUMBER				
ELECTRICIAN				
HVAC				
MASON				
ROOFER				
OTHERS				

I (or We) hereby certify that I am (or We are) the legal owner(s) of the property described above. I (or We) hereby agree to perform the above described work in accordance with plans and specifications submitted herewith, and in strict compliance with the description set forth in this application and will all the provisions of the Kenilworth Zoning Ordinance, building code and all applicable codes, rules, regulations, and all other ordinances of the Village of Kenilworth and with the provisions of the permit.

Checked By: _____

OWNER'S SIGNATURE: _____

OR

Permit Authorized: _____

OWNER'S REPRESENTATIVE: _____

Building Commissioner Signature

PRINT NAME: _____

Permit Issued (Date): _____

Permit # _____

DAYTIME PHONE # _____