

Village of Island Lake

"A community of friendly people"



Department of

Building • Zoning • Code Compliance

3720 Greenleaf Avenue Island Lake, Illinois, 60042

Phone: 847-526-8764 Fax: 847-526-1534

Office Hours

Monday through Friday 8:00 am to 4:30 pm

Saturday 8:00 am to 12:00 noon

To download forms and view our ordinances
visit our website at:

www.villageofislandlake.com

Call 847-526-8764 for more information and to
schedule inspections.

Safety is our goal, thank you for your compliance.

What Projects Require a Building Permit?

By Village of Island Lake Ordinance, a Building Permit is required for all new construction, alterations, replacement, or repairs such as, but not limited to, the following:

- Additions and basement build-outs.
- Paver patios and walkways.
- Decks and porches.
- Concrete slabs, patios and sidewalks.
- Demolitions of any structure.
- Dumpster in residential area.
- Driveways and parking lots.
- Electrical new or upgrades (Copper wire and metal conduit is required).
- Plumbing new or upgrades
- Seawalls, docks and piers.
- Ground fill, retaining walls over 30"
- Fireplaces and fire pits.
- HVAC new or upgrades. Heating and/or AC units. Water heaters.
- Fences, garages and sheds.
- Gazebos, screen rooms and pergolas.
- Kitchen or bath remodeling that involves structural and/or utility changes.
- Roofing, gutters and downspouts.
- Siding, fascia and soffit.
- Windows and doors.
- Signs and flagpoles.
- Swimming pools and hot tubs.
- Underground irrigation.

Permit fees are based on the project value (\$50 minimum). Plan review and/or inspection fees may also apply.

Permit Requirements

Homeowner Association

Many Homeowner Associations require approval for exterior changes prior to issuance of a building permit. Check with your association before applying.

Contractor Requirements

All contractors need to be registered with the Village of Island Lake.

- Contractor Registration form
- Certificate of insurance
- Copy of license.
- Payment is due before permit is issued.

General Contractor Registration fee is \$75.

All other Contractor fees are \$50.

Roofing and plumbing projects require a contractor to be licensed by the State of Illinois. Electrical contractors need to be licensed by an approved jurisdiction.

Building Permit Application

After the HOA and contractor information is submitted, submit a permit application. Include a copy of the contractor's contract describing the project and cost. A plat of survey, detailed drawing with material list and other construction documents may also be required.

Hours for Construction

Mon-Fri 7am – 7pm

Saturday 8am – 5pm

Sunday and holidays 8am – 4pm

An inspection is required for:

Real Estate Ownership Transfer \$50

Rental Registration/Inspection \$50

Re-inspection fee \$30