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## **RESIDENTIAL ACCESSORY BUILDING 200 SQ. FT. AND GREATER INFORMATION PACKET**

**THIS PACKET CONTAINS INFORMATION REGARDING ITEMS THAT NEED  
TO BE SUBMITTED AT THE TIME OF APPLICATION FOR A NEW  
RESIDENTIAL ACCESSORY BUILDING AND OTHER RELATED  
INFORMATION**

### **REQUIRED SUBMITTALS AT TIME OF APPLICATION:**

- Building Permit Application
- 2 Complete sets of Building Plans
- 2 Copies of a Site Plan drawn to scale – 11x17 or greater to show proposed construction
- 1 Copy of Access/Culvert Permit (if a new access is proposed)

In the State of Illinois, Fire Protection Districts have the authority to adopt and enforce ordinances independent from the Village of Campton Hills' adopted building codes and ordinances. It is the owner's responsibility to notify the appropriate fire protection district and comply with any required submittals, inspections and occupancy requirements in addition to those required by the Village of Campton Hills.

### **ADDITIONAL INFORMATION FOR YOUR REFERENCE (enclosed):**

- Site Plan Requirements
- Building and Zoning Setbacks and Regulations
- Accessory Building Information
- Accessory Structure Anchorage Guide
- Pole Building Plan Requirements
- Plan Examination and Code Compliance Worksheet
- Building Plan Revisions
- Stormwater Permit Information
- Fire Districts Phone Numbers and Map

**NOTE: Copies of the Building Regulations are available upon request**

# **RESIDENTIAL SITE PLAN REQUIREMENTS**

## **TWO (2) COPIES OF A CURRENT PLAT OF SURVEY SHOWING PROPOSED CONSTRUCTION OR SITE PLAN DRAWN TO SCALE**

- Required with application for permits for any new construction and additions.  
(New residences, additions, detached accessory buildings, sheds, pools, decks and fences)
- Plat of survey must be a complete legible copy, drawn at a readable scale (1:10 to 1:30), and include the legal description as well as the surveyor's name and date of survey. A site plan drawn to scale or a reproduction of a plat of survey is acceptable if it includes the surveyor's name, date of survey and includes all easements and other information from the original plat of survey.
- Site Plans drawn at a small scale (1:30 or greater) may be required to show areas at a larger scale in order for the level of detail to be legible.
- Site Plan must include all existing and proposed buildings, driveways, improvements and easements.\*
- Proposed new construction must be drawn to scale, list exterior dimensions of proposed new construction and indicate dimensions from property lines.
- Location of existing well and septic system must be shown.
- The site plan copies must be separate from any building plans.

\* For parcels that contain any areas in a flood plain may require Village Engineer review.

# **BUILDING AND ZONING SETBACKS AND REGULATIONS**

## **A. NEW SINGLE FAMILY RESIDENCES – SETBACKS**

1. Distance required from any road right-of-way is thirty-five (35) feet unless stipulated greater on zoning map or recorded plat. Some exceptions may exist in older neighborhoods.
2. Distance required from side and back lot lines is ten (10) feet and three (3) feet from any easement. Lots on record of fifty (50) feet or less in width; the distance required from side lot lines is five (5) feet.
3. Distance from a house to well is ten (10) feet from any perimeter drain (footing tile)

## **B. ADDITIONS TO SINGLE FAMILY RESIDENCES**

1. Lot line setbacks apply as stated above.
2. Distance from septic field or well – ten (10) feet. Distance from septic tank – five (5) feet.

## **C. DECKS**

1. Decks and Patios not over three (3) feet above grade and not roofed over may encroach into a setback area, but must stay three (3) feet from any easement.

## **D. INGROUND POOLS/ABOVE GROUND POOLS**

1. Lot line setbacks apply as stated in A, B, & C above.
2. Distance from septic tank, field and well– twenty-five (25) feet (Inground Pool) and ten (10) feet (Above Ground Pool).
3. Every person owning land on which there is situated a swimming pool shall erect and maintain adequate enclosure surrounding the property or pool area. Such enclosure must not be less than four (4) feet high with latching gate.
4. IF ABOVE GROUND POOL sides are four (4) feet high and NOT dug into the ground - a fence is not required; however, stairs need to be pulled up when not in use.

## **E. ACCESSORY BUILDINGS (DETACHED GARAGES/SHEDS/ BARNs)**

### **1. ZONING RESTRICTIONS**

1. No more than two (2) detached buildings accessory to a residence are permitted.
2. On lots of two (2) acres or less in size, the detached accessory buildings or structures shall not exceed a combined total of nine hundred (900) square feet in total floor area under roof.
3. On lots greater than two (2) acres in size, but less than five (5) acres in size, the detached buildings or structures shall not exceed a combined total of one thousand eight hundred (1,800) square feet in total floor area under roof.
4. On lots of five (5) acres or larger in size, the detached accessory buildings or structures shall not exceed a combined total of two thousand eight hundred, eighty (2,880) square feet in total floor area under roof.
5. No accessory or incidental building or structure may be constructed on any lot prior to the time of construction of the principal building to which it is accessory.

### **2. SETBACKS**

1. Distance required from any road right-of-way is thirty-five (35) feet unless stipulated greater on zoning map or recorded plat.
2. Side and Back Lot Lines
  - a. Distance required from side and back lot line is ten (10) feet and three (3) feet from any easement.
  - b. Lots of fifty (50) feet or less in width requires a distance from side lot lines of five (5) feet and three (3) feet from any easement.
3. Agricultural animals must be housed and yarded no closer than one hundred (100) feet from any residence other than that of the owner or user of the property.
4. Distance from any accessory structure to a well is ten (10) feet from any perimeter drain (footing tile).

## **F. FENCES**

1. All fences require a building permit
2. A fence can be placed up to the lot line with the front side facing either direction. Six (6) foot height limit. Fences placed in drainage or other recorded easements shall not block or alter drainage and are governed by the recorded restrictive language of the easement. See fence and wall ordinance number O-09-31.

### **Zoning Ordinance: Sec. 7.5-3**

1. Within one hundred feet (100) of the center line of any intersecting road, street, railroad at grade, no fence or hedge which cannot be viewed through or over from a three foot (3') height above the traveled roadway shall be constructed, planted, or allowed to grow nearer to the road or street center line than the dimensions set in forth in Sec. 7.5-2.
2. No fence equipped with or having barbed wire, spikes or any similar device, or any electrically charged fence, sufficient to cause shock, shall be erected, placed or maintained on or within any lot used for residential purposes.

# **ACCESSORY STRUCTURE CONSTRUCTION FORM**

This following drawing is available for simple one-story rectangle structures only.

This sheet may be used for your building plans by filling out each line with your building component. Indicate the type, size, on-center spacing of each item and/or whatever is appropriate to explain which component will be used at that location.

Structures with a wood floor system will require a floor framing plan also showing the anchorage to the ground.

Any structure more than one story, non-rectangular, or having offset walls will require a detailed plan set containing a foundation plan, floor plan, elevations views, wall cross section showing and listing all building components from roof ridge to footing drawn to  $\frac{1}{4}'' = 1-0'$  scale.

Any changes made to approved plans such as stairs, adding second floor and dormers, must be approved before rough framing inspection. A new set of plans will be required and must be sealed by an Architect/SE with all changes shown as per the Village of Campton Hill's Plan Revision Sheet.

# EXAMPLE HANDOUT FOR SINGLE STORY DETACHED GARAGES AND ACCESSORY BUILDINGS

Roof Covering – Shingles & Felt Weights --

Roof Sheathing – Thickness & Type --

Rafter -- Size & Spacing --

Ceiling Joist -- Size & Spacing --

Pitch of Roof 12"

Circle Roof Type

Shed Gable Hip

Truss Tie Dn. Manuf. Model #

Ceiling Joist Mid-span Support 32" oc

Ceiling Height

Overhead Door Header – (2) – 2 x

Window and Service Door Headers -- (2) – 2 x

Wall Framing -- Stud Size & Spacing --

Wall Bracing All Corners and at 25' Intervals (Circle One) OSB, Plywood

Exterior Wall Finish --

Interior Wall Finish --

Anchor Bolts 1/2" Dia. @ 6' oc – 7" Minimum Embedment

Structural Framing Lumber Grade 1 or 2 (Circle One)  
Species: SPF, D-FIR-L, H-FIR or Base Fb (Circle One)  
Origin: Domestic or Canadian (Circle One)

Engineer Wood Product (Header ) Manufacturer  
Product type: (Circle one)- LVL, PSL, LSL, GLU-LAM  
Size FB= E=

Concrete Slab 3.5" Thick with 4" Gravel Base

6" Above Grade

12" Below Grade

Grade Beam Footing (Use For Level Grade Project Only)

(Circle One) Foundation Type

6" 6"

42" Below Grade 12" 8"

42" Below Grade 8"

Trenched Footing 16" Spread Footing

Show Window and Door Locations with Header Size and Measurements  
Show Roof Ridge Direction  
Show Electric if to be Installed – (Circle One) - Yes No  
All Glazing to Follow R308 of 2003 IRC

# **RESIDENTIAL ACCESSORY STRUCTURES POLE BUILDINGS OR STRUCTURES SUPPORTED ON PIERS PLAN REQUIREMENTS**

1. Two (2) sets of the building plans drawn to scale.
2. Plans to show the following:
  - Concrete pier footings under each wood column. The minimum diameter of 12" and 12" thick or sized large enough in diameter to support the imposing loads.
  - The minimum footing depth shall be 42" measured to the bottom of the footing.
  - Poles shall be of treated or rot resistance material.
  - For solid sawn rafter support poles: Truss or rafters shall be bolted to the posts with 4" x 4" x 1/4" steel plates under the bolt head and the nut. Laminated 2x support poles: Where truss or rafter are supported within a pocket, the 1/4" steel plate washers are not required.
  - The roof load requirements for truss or rafters shall be 30# live load, plus 10# dead load per square foot. Minimum total load of 40# per square foot.
  - Service door exits are required. These do not include any overhead door or other equipment entry doors.
  - Show wind bracing, siding support materials, and girt boards for the walls. For the roof show the roof purlin and other roof system components
  - Plan sets are to be sealed by an Illinois Registered Architect or Structural engineer.
  - Provide a signed statement as to the use of the structure and the number of occupants.
3. Pole buildings for business uses will be reviewed under the 2003 International Building Code.



# PLAN EXAMINATION & CODE COMPLIANCE WORKSHEET

## 2003 IRC CODE AS AMENDED BY KANE COUNTY (Effective 5/15/04) AND AS ADOPTED BY THE VILLAGE OF CAMPTON HILLS

**Please review your plans before you submit them for a building permit.  
The following items should be noted on the building plans in the appropriate locations.  
Do not use any form of a schedule for code and structural items,  
These items are to be noted at their appropriate locations.**

<u>CODE</u>	<u>DESCRIPTION</u>
<b>I. FOUNDATION PRINT</b>	
R 408	Crawl space vents/heated with return air allowance
R 408 (Amended)	Access to crawl size/location
R 408 (Amended)	4" Gravel over vapor barrier in crawl space
R 310 (Amended)	Basement Emergency escape & rescue opening (in sq. ft. net clear opening with sill height) well size (9 sq. ft. min.) & location ladder (Note: A removable sash does not meet code requirements)
Chpt. 29 (Amended)	Basement floor drain – to sanitary sewer
R 407	Column size
R 403	Column footings – size and thickness
R 1003	Fireplace footing 12" thick - project 6" all sides
R 311	Landings at doors – required at exit door and where there are more than 2 risers
R 408	Crawl height (24" min.-48" max.)
<b>II. CROSS SECTION</b>	
Table R 404.1.1(1-4)	Foundation walls
R 403 (Amended)	Footing min 42" below grade Table R 301.2(1)
R 405	Drain tile & washed stone crawl space/basement - 6" of washed stone over tile and 2" under tile
R 403 (Amended)	Footing size
R 403	½" Anchor bolts - 6'oc max - 7" into concrete
R 406	Damp proofing foundation walls
R 503	Deck sheathing - thickness of APA rated sheathing - osb or plywood
R 602	Exterior walls & bearing partition framing - max 10'0" for 2x4 studs – stud size & spacing
2009 IECC	Insulation R value (flat ceiling R 38 – cathedral ceiling R 30 with 1" airspace above – walls R 20 - floors R 30 - crawl & basement walls R 10 - min R 10 perimeter insulation at walkout foundation walls OR at application energy performance program. Certification at final inspection
R 318	Vapor barrier (wall - ceiling)
R 806	Roof vents & eave vents - size and spacing per code requirements
R 305	Ceiling heights - at all levels
R 404	Foundation wall 6" min over finished grade
R 703	Stone/Brick veneer - air space - metal ties - base flashing - weep holes
Table R 602.10.1	Wall bracing-required on all corners and at 25' intervals with sealed air barrier
(Category A&B)	
R 803	Roof sheathing - thickness of APA rated sheathing - osb or plywood

- R 905 Roof covering & weights - shingles & felt - ice shield underlayment (leave to 24" horizon past interior side of exterior wall)
- R 703 Siding thickness and type
- R 320 Provide termite protection per 2003 IRC- Identify or detail type on wall section or foundation plan sheet

### III. FLOOR PLANS

- R 313 (Amended) Smoke alarms req'd in all sleeping rooms and at all floor levels - mark locations: 110 v interconnected - within 15' of each sleeping area door on hall side of door
- R 308 Glazing requirements - add note to plans: All glazing to follow R 308 of the 2003 IRC as required
- R 303 Glass sizes - mark at all window locations
- R 310 (Amended) Mark egress window – mark egress window locations and sizes in sq. ft. on floor plans
- M 1506 Exhaust fan - bathroom - kitchens
- R 303.6 Stairway illumination
- R 311, R 312 Handrail detail 34-38" with spindle spacing / Guard detail - 36" high – with spindle space. Stair detail rise (max. 7 ¾") and run (min. 10" nose to nose) also show nosing profile of not less than ¾" but not more than 1 ¼".
- Table R 1003.1 Hearth extension - min 16" to front & 8" to sides of fireplace opening - if opening is 6 sq. ft. or greater 20" to frt & 12" to sides
- R 703, R 1002, R 1004 Pre-Fab fireplace - list the type of face and hearth material and what supports each (if masonry, support on masonry or steel per archt/s.e. design)
- R 807 Access to attic size/location - min 22" x 30"
- R 309 Fire resistant material - common walls to roof sheathing/common walls and ceiling. All walls, ceiling & steel (if living area above garage) solid core door (no glass) between house and garage
- E 3802 2002 NEC - GFCI: all outlets (bathroom-exterior-garage-kitchen) basement minimum of one (typical for all) [use single dedicated outlets for sump/furnace not GFI] - mark whirlpool location: follow 2002 NEC.
- E 3802 Include note on floor plans or electrical sheet "Arc fault protection - all circuit supplying power to sleeping area - per 2002 NEC."

### IV. ELEVATIONS

- R 106 Include grade & foundation design - all elevations  
- DEFINITION [B] STORY ABOVE GRADE
- R 1001 ,G2427.5 Chimney - 2' over highest structural point w/i 10'- Include termination vents for gas equipment

**An Illinois Registered Architect/Structural Engineer may be required to check specific items in the following section and issue a letter with calculations.**

## V. STRUCTURAL

R 403	Column footing - base on psf soil capacity
R 112 (Amended)	Beams - not sufficient for spans indicated - See R 301, R 501, R 801
R 502, R 602, R 802	Show grade & species of lumber (floor and ceiling joists-headers-rafters-beams) at locations used. Specify manufacturer of specific floor I-joist or laminate header or beam product - furnish latest design data per manufacturer
R 502 (Amended)	Floor joist over-spanned
R 502 (Amended)	Lateral restraints at supports - bridging
R 502	Cantilever - construction detail of floor framing
R 106, R 301	Furnish detail sunken floor - at beam and wall
R 301, R 501	Double all joist under whirlpool (show at location joists are to be doubled)
Table R 502.5(1&2)	Header sizes at the location used - typical frame bearing headers
R 112, R 301, and R 501, R 801	Special headers that do not fit into circumstances shown in headed tables- architect/structural engineer design
R 802 (Amended)	Ceiling joist over-spanned
R 301, R 802 (Amended)	Roof rafter over-spanned
R 502, R 802	Truss certificates and truss layouts to be submitted at time of application for permit (two copies of each stamped by the same State of IL. licensed Structural Engineer) - architect/structural engineer to verify all truss supports and required tie-downs per his design in letter form
R 301	Cathedral ceiling - show ridge connection detail to prevent horizontal thrust and sliding of rafter and detail rafter tie downs- See footnote (a) on rafter span tables R 802.5.1(3)&(5)
R 311, R 319, R 502	Exterior deck detail (see attached sheet)
Chpt. 17, G 2407	Combustion air - appliances

## ADDITIONAL ITEMS TO INCLUDE ON PLANS

- Building plans shall reflect all energy requirements base on the 2009 IECC Chapter 4
- Provide roof plan – show rafter size and spacing, the type of valleys (true or over-framing), what is supporting upper ends of true valleys and what is supporting lower rafters supporting over-framing.
- Indicate the location/s of interior roof supports and what the supports are on the roof plan and floor plan.
- Architect of record to review all truss reaction loads and truss layouts (both sealed by the same state of IL. licensed structural engineer) and verify all bearing supports for the trusses are per his design (in letter form).
- Detail the brick support at the following location/s.
- Detail the tray ceiling framing in plan view and section view through the roof rafters at both ends of ceiling joists –showing rafter tie-downs.
- Detail the vaulted ceiling through roof rafters and both ends of the ceiling joist – Also detail the rafter tie-downs.
- Detail the beam/lvl/header intersection connection.
- Detail section of bearing/non-bearing walls (roof and wall intersection).

# BUILDING PLAN REVISIONS

TO AVOID POSSIBLE DELAYS IN APPROVAL OF YOUR PLANS PLEASE FOLLOW THESE PROCEDURES, ALL CORRECTIONS AND REVISIONS MUST BE MADE IN RED.

1. The Village of Campton Hills, Building and Zoning Department must approve **ALL** revisions to approved building plans.

2. **FOR ALL REVISIONS:** (during application review process and after permit is issued)

Revisions may be made on the original submitted plan sets. If "new drawings" are submitted the originally submitted plan marked "permit copy" must be returned with two new plan sets.

- a. Each revision set must be identified by a "revision #, item #" and date. The revision numbers must be sequential and have a "cloud" drawn around it and an "item number triangle" to call attention to its location on the plan, e.g.

"First Revision" 1.1, 1.2, 1.3, etc., 6/18/12, "Second Revision" 2.1, 2.2, 2.3, etc., 7/10/12

Examples:



- b. Revisions in response to a Plan Review or Field Inspection Report must be added to the proper locations on the plans and correlated to the plan review or field inspection report.
- c. Revisions to plans sealed by an Illinois licensed architect or Illinois structural engineer must be approved and added to the plans by that same professional.
- d. Revisions prepared by an Illinois licensed architect or Illinois structural engineer must have their initials at each revision and be accompanied by two sealed copies of an approval letter confirming the added revisions.
- e. New building plans may be required for plans that have extensive changes and/or are in a unreadable condition or damaged beyond reasonable repair, as determined by the Building Division.
- f. No faxed or mailed revisions will be accepted.

3. **FOR REVISIONS TO APPROVED PERMIT PLANS:**

- a. A \$50.00 minimum re-examination fee will be charged plus other fees e.g. "additional square footage."
- b. The approved Permit Copy plan set must accompany all proposed revisions.
- c. Submit all revisions for approval one week prior to any scheduled inspections. The Building Department cannot assure "on the spot" review of revisions. Major revisions may require review by other Village departments.

# **NOTICE TO HOMEOWNERS & BUILDERS**

SUBJECT: Kane County Stormwater Management Ordinance

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When is a **Stormwater Permit** required?

In addition to your building permit, you may be required to obtain a **Stormwater Permit** from the Kane County Water Resources Department under the new **Kane County Stormwater Management Ordinance** which became effective January 1, 2002.

- For the typical single family residential project, including new construction, additions, fences, etc., a Stormwater Permit will only be required if any portion of your property falls within the **floodplain**.
- For multi-family and commercial projects, a Stormwater Permit will be required if there is either floodplain, or the disturbed area exceeds 5,000 square feet.
- For other projects that do not require a building permit from the Development Department, but exceed 5,000 square feet of disturbance or movement of more than 250 cubic yards of soil, a Stormwater Permit will be required.

Be aware that **even if a Stormwater Permit is not required, the Soil Erosion & Sediment Control section of the Ordinance must be followed and will be enforced.**

The entire Stormwater Management Ordinance is located on the Kane County website at [www.co.kane.il.us](http://www.co.kane.il.us)

Copies of the Ordinance and Technical Manual are available for purchase from the Kane County Department of Environmental Management.

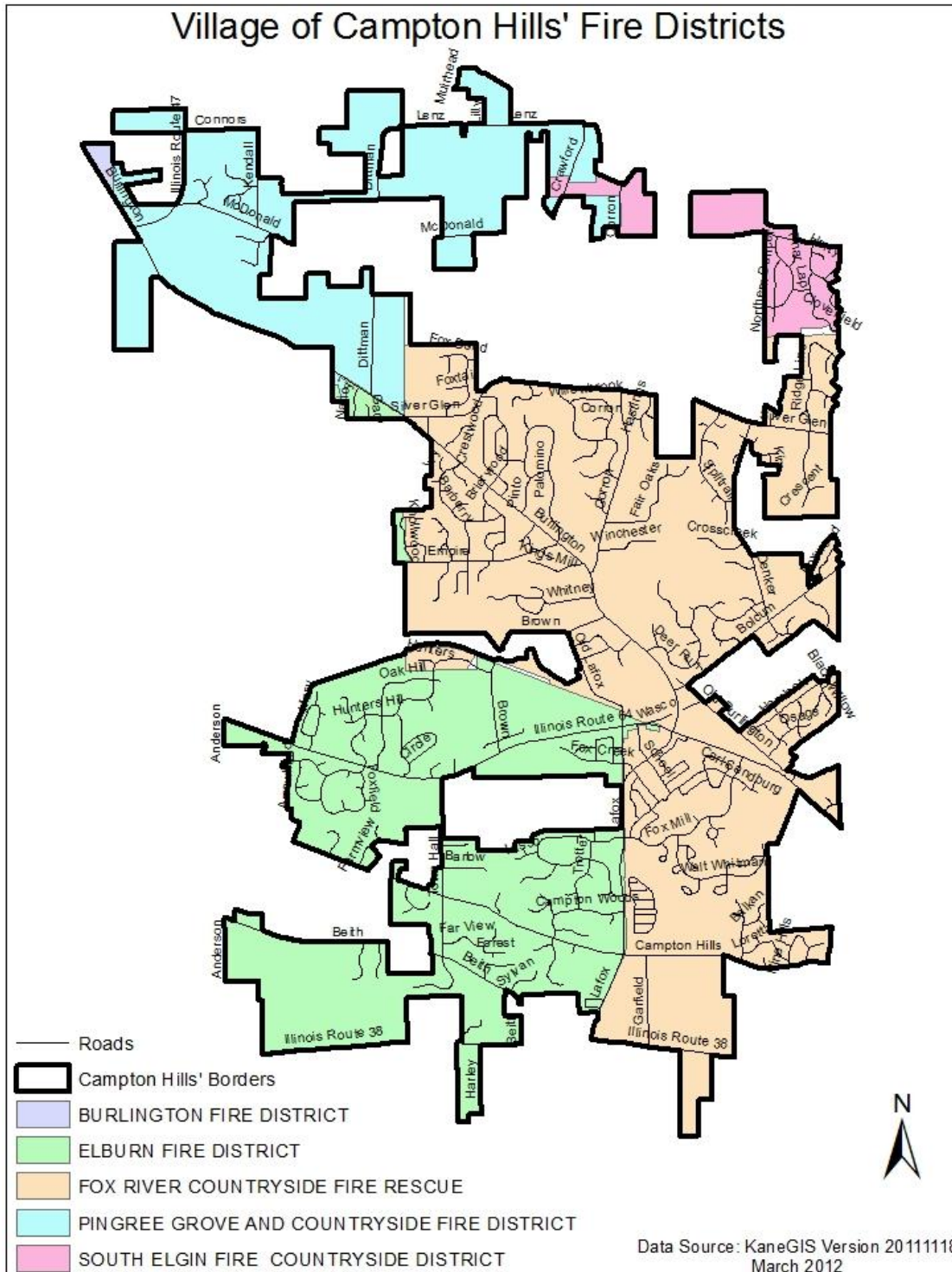
If you have questions regarding the requirement of a Stormwater Permit as it pertains to your project, please contact the Kane County Water Resources Department at 630-232-3497. We are located on the Ground Floor of Building "A" at the Kane County Government Center in Geneva.

# **Notice**

**It is the responsibility for all applicants applying for new construction, remodeling, or additions to an existing structure to contact the local fire district in which they reside.**

**Applicants are responsible for following any requirements by the local fire district.**

# Village of Campton Hills' Fire Districts



Fire District	Phone Number	Website
Burlington Fire Protection District	(847) 683-2199	<a href="http://www.burlington-fire.com">www.burlington-fire.com</a>
Elburn and Countryside Fire Protection District	(630) 365-6855	<a href="http://www.ecfpd.com">www.ecfpd.com</a>
Fox River and Countryside Fire Rescue District	(630) 584-3473	<a href="http://www.frcfr.org">www.frcfr.org</a>
Pingree Grove and Countryside Fire Protection District	(847) 741-3151	<a href="http://www.pgfpd.com">www.pgfpd.com</a>
South Elgin and Countryside Fire Protection District Station #2	(847) 531-8641	<a href="http://www.southelgin.com">www.southelgin.com</a>