



CITY OF LOCKPORT
INDUSTRIAL / COMMERCIAL NEW CONSTRUCTION
PERMIT # _____

SITE INFORMATION:

Address: _____
Lot No.: _____ Subdivision: _____
Estimated Construction Cost: \$_____

APPLICANT INFORMATION:

Printed Name: _____ Company: _____
Address: _____
Phone #: _____ Email: _____

I HERBY CERTIFY THAT I HAVE READ, UNDERSTAND AND AGREE TO CONFORM TO ALL GOVERNING INFORMATION AND REGULATIONS SET FORTH BY THE CITY COUNCIL OF LOCKPORT.

Signature: _____ Date: _____

**Verify the following required items are included in submittal:
All submittals must be designed to 2015 ICC codes and 2018 IECC.**

- Completed application
- Four (4) complete sets of stamped architectural drawings
- Three (3) copies Plat of Survey, including all dimensions and utilities (max. size 18" x 24")
- Three (3) copies Proposed Grading Plan

Primary Contact: (For plan review comments/questions)

Printed Name: _____ Company: _____
Address: _____
Phone #: _____ Email: _____

Legal owner of property (Provide partnership, corporation/LLC information if applicable)

Printed Name: _____ Company: _____
Address: _____
Phone #: _____ Email: _____

CONTRACTOR INFORMATION - All contractors must be registered with the City of Lockport.

General:

Company: _____ Phone#: _____

Address: _____

Carpentry:

Company: _____ Phone#: _____

Address: _____

Electrical:

Company: _____ Phone#: _____

Address: _____

Excavation:

Company: _____ Phone#: _____

Address: _____

Concrete:

Company: _____ Phone#: _____

Address: _____

Gypsum:

Company: _____ Phone#: _____

Address: _____

HVAC:

Company: _____ Phone#: _____

Address: _____

Masonry:

Company: _____ Phone#: _____

Address: _____

Plumbing:

Company: _____ Phone#: _____

Address: _____

Roofing:

Company: _____ Phone#: _____

Address: _____

Sewer & Water:

Company: _____ Phone#: _____

Address: _____

Fire Sprinkler:

Company: _____ Phone#: _____

Address: _____

Fire Alarm:

*Registration not required, must be licensed by State

Company: _____ Phone#: _____

Address: _____

Other:

Company: _____ Phone#: _____

Address: _____

REQUIRED INFORMATION NECESSARY TO PROCESS PERMIT APPLICATION

SQUARE FOOTAGE OF:

Assembly: _____

Business: _____

Office: _____

Storage: _____

Lot Area: _____

NUMBER OF:

Population Equivalent: _____

*This is typically determined by your engineer

Bathrooms: () Full () Partial

Sprinkler System (Y/N): _____

Stories: _____

Parking Spaces: _____

FOR OFFICE USE ONLY

Permit #: _____

Building Dept. Approval: _____ Date: _____

Planning Dept. Approval: _____ Date: _____



This application must be submitted with all commercial applications

FIRE PROTECTION DISTRICT PLAN REVIEW-BUILDING INFORMATION SHEET

Business/Property Owner Contact Information:

Business Owner/Property Owner: _____
Street Address: _____
City/State/Zip: _____
Business/Cell Phone: (B) _____ (C) _____
EMAIL: _____

Contractor Information:

Contractor Name: _____
Company Address: _____
City/State/Zip: _____
Business/Cell Phone: (B) _____ (C) _____
EMAIL: _____

Location/Address of Proposed Construction: _____
Proposed Occupancy Type: _____

Description of Proposed Construction:

New Construction _____ Building Alteration _____

Construction Type using NFPA Coding: _____ (I(443); I(332); II(222); II(111); II(000);
III(211); III(200); IV(2HH),
V(111); V(000))

Occupancy Type: _____

Building Use: _____

Occupancy Load (Based on NET space values): _____

Number of floors (Including basement/lower level): _____

Building Dimensions (In feet): _____

Total Square Footage (In feet): _____

Description of Hazards:

Hazardous Storage: YES _____ NO _____

Type of Hazardous Storage:

FLAMMABLE _____

COMBUSTIBLE _____

CHEMICAL _____

Quantity of Hazardous Storage:

Flammable _____ gallons/cubic feet
COMBUSTIBLE _____ gallons/cubic feet
CHEMICAL _____ gallons/cubic feet

Hazardous Processing: YES _____ NO _____

Type of Hazardous Processing: _____

Description of Scope of Work:

Fire Protection Systems (EXISTING):

Fire Alarm System: Yes _____ No _____
Fire Sprinkler System: Yes _____ No _____
Other: _____

Fire Protection System(s) (NEW or Alteration) – PLAN SUBMITTAL REQUIRED!

Fire Sprinkler/Type: _____
Fire Alarm (Required NFPA-72 System): _____
Other Type of System (Subject to approval): _____

Hood/Booth/Commercial Oven Systems (EXISTING):

Kitchen/Cooking System: Yes _____ No _____ N/A _____
Paint Booth: Yes _____ No _____ N/A _____
Commercial Oven: Yes _____ No _____ Type: _____

Hood/Booth/Commercial Oven Systems (NEW or Alteration) – PLAN SUBMITTAL REQUIRED!

Kitchen/Cooking System (UL-300 Compliant)/Type: _____
Paint Booth/Type: _____
Commercial Oven/Type: _____

Closest Water Hydrant to Building (in feet): _____

Water main size: _____

NOTE: All buildings must comply with the following:

City of Lockport, IL 60441: NFPA 101-2000 edition and International Fire Code (IFC)-2006 edition, accompanied by NFPA Standards and Local Ordinances.



CITY OF LOCKPORT

COMMERCIAL BUILD-OUT / ALTERATION APPLICATION

Welcome to the City of Lockport. The following checklist will assist you through the process of obtaining a building permit to build-out or alter an existing commercial space.

REQUIRED SUBMITTAL DOCUMENTS: (These items are REQUIRED, failure to include in submittal will result in denial of permit application)

- 1) A completed and signed permit application including contact information for all contractors and sub-contractors. All contractors and sub-contractors must obtain/hold a current City of Lockport registration.
- 2) Four (4) complete sets of construction plans, signed and sealed by an approved Illinois licensed designer, which include, if applicable, the following:
 - Floor plans clearly delineating new work from existing conditions. Floor plans shall contain room dimensions and be scaled to not less than 1/8" per foot.
 - A key plan indicating the location of the space within the building and/or on the lot.
 - The Use Group of the proposed occupancy as well as the Use Group of the previous occupancy. Note: If the proposed occupancy constitutes a change of use group, the finished space shall comply with the currently adopted codes for new construction.
 - Indicate whether the space contains a fire alarm and/or fire sprinkler system.
 - A list of the currently adopted codes of the City of Lockport.
 - The Construction Type of the building.
 - MSDS documents and a quantities listing for any and all Hazardous Materials.
 - Door and door hardware schedules indicating the size and type of all doors and door frames, and the type of door hardware (latches/locks, hinges, closers, etc.)
 - Details of the construction and support of new walls/partitions.
 - The system number and a copy of the design detail from U.L. or other approved independent testing agency for all fire rated assemblies, through-penetration fire stop systems and joint fire stop systems.
 - Details of new and existing accessible features per A.D.A. and Illinois Accessibility Code requirements.
 - The R-value of new insulation and the U-factor of new exterior doors, windows and skylights.
 - Structural plans, details and structural calculations if applicable.
 - Mechanical plans including an equipment schedule, a diagram indicating the size and type of ducts and the capacity of all supply, return air and exhaust devices.
 - Plumbing plans including a plumbing fixture schedule and a riser diagram indicating the size and type of water supply/ DWV piping. Indicate the size of the existing and proposed water main.
 - Electrical plans including equipment and light fixture schedule(s). Provide panel schedule(s) indicating the amperage, voltage, and phasing for each panel. Indicate the size of each overcurrent protection device and the connected load for new and existing branch circuits. Indicate the location of light fixtures, switches, receptacles, and disconnects. Provide a one-line diagram for new service or distribution panels along with a grounding detail.
- 3) A COMcheck Mechanical Compliance Certificate if new mechanical equipment is proposed.
- 4) A COMcheck Interior Lighting Compliance Certificate if more than 50% of the existing lighting is altered or if additional lighting loads are proposed.
- 5) Fire sprinkler and fire alarm plans, calculations and cut sheets. These documents may be submitted separately but must be reviewed and approved prior to installation.
- 6) Fire Department Plan Review Form, **included with this application**
- 7) If the applicant is not the legal owner of the property, provide a written statement from the legal owner of the property allowing the City to issue the permit to the named applicant.