



COMMUNITY DEVELOPMENT DEPARTMENT

Projects That Do Not Require a Building Permit

The following is a list of projects that do not require a building permit. This list is not all inclusive. If you do not see your project below or on the “**Projects That Require a Building Permit**” handout, please contact Village staff at 847.639.1100 to verify your project requirements. Projects must still comply with zoning requirements in the Village’s Unified Development Ordinance.

- Painting / Staining
- Flooring
- Sealcoating driveway
- Replacing appliances (stove, refrigerator, washer, dryer, water softener, sump pump)
- Replacing plumbing fixtures in the same location
- Replacing electrical fixtures in the same location
- Repair siding (individual lengths are okay, large areas of a wall require a permit)
- Repair roofing (individual shingles are okay, large areas of a roof require a permit)
- Repair damaged finish materials:
 - Contact Village staff if the repair is extensive and involves replacement of large sections of drywall or other finish materials
 - A permit is required for repairs due to fire or smoke damage or water damage from leaking roof, leaking plumbing, broken sump pump or flooding
- Kitchen renovation / remodeling that is limited to:
 - Replacement of wall / base cabinets in the same locations
 - Replacement of appliances and sink in the same locations
 - No removal or adding soffits or walls
 - No electrical / plumbing / mechanical work
- Bathroom renovation / remodeling that is limited to:
 - Replacement of wall / base cabinets in the same locations
 - Replacement of toilet and sink in the same locations
 - No replacement of shower / tub / spa
 - No electrical / plumbing / mechanical work
- Demolition of a shed, deck, patio, or walk
- Water / Sewer service line rodding out
- Retaining / landscape walls less than 2’ high, not located in a drainage swale, not located less than 6’ from a side or rear property line, and not located in a flood plain
- Landscaping that does not involve re-grading yard, changing drainage swales, adding fill, or any work in a flood plain
- Playground equipment on one- and two- family residential properties
- Flagpole on one- and two-family residential property
- Real estate signs on one- and two-family residential property
- Garage sale signs on private property
- Political signs on private property
- Contractor signs on private property during the construction project

It is the property owner’s responsibility to verify if a permit is required before the start of any project. Projects must still comply with zoning requirements in the Village’s Unified Development Ordinance.