



## VILLAGE OF MOKENA

COMMUNITY DEVELOPMENT DEPARTMENT  
11004 CARPENTER ST, MOKENA, IL 60448  
(708) 479-3900  
COMMUNITYDEVELOPMENT@MOKENA.ORG

Address

Permit # \_\_\_\_\_  
(Office use only)

# Residential Interior Alteration/Remodel Guide

For basement finishing/remodeling see Basement Remodel Guide

### Definition:

Alteration, Interior - Modifications to a building, either structural or non-structural, which does not result in any changes to the existing Gross Building Volume, or to existing roof.

### Submittal Requirements:

- Completed Permit Application
  - EZ Permit Application (if using 2 or fewer contractors/sub-contractors)
  - Building Permit Application (if using more than 2 contractors/sub-contractors)
- One (1) copy of legible scaled construction plans. If not fully compliant with IRC - One (1) stamped and signed Architectural Plans (printed full size) – folded (if more than 12 sheets, plans may be rolled)
- Completed and signed copy of the Residential Interior Alteration/Remodel Guide.
- Contractor/sub-contractor information.
- One (1) copy of the contract between the property owner & contractor.
- Homeowner Affidavit if homeowner is doing any of the work themselves.

### Alteration/Remodel Requirements:

- Contractor(s): All contractors hired by the homeowner to perform work on the project must be listed on the permit application and must be licensed with the Village of Mokena prior to permit being issued.
- Construction: Provide waste receptacles sufficient in size, type, and number to manage the disposal of all construction debris.
- **Electrical:**
  - Finished basement shall be provided with electrical receptacles per 2'6"/12' rule.
  - Hallways more than 10 feet in length shall have at least one receptacle.
  - All bathrooms and laundry rooms shall be provided with at least one GFCI receptacle.
  - All sleeping rooms shall be protected by an arc-fault circuit interrupter(s).
  - All wiring must be in approved metallic conduit. "Romex" and "BX" are not permitted.
- **Plumbing Requirements:**
  - All above ground water supply piping shall be Type M or L copper and below grade copper shall be Type K copper.
- **HVAC Requirements:**
  - All finished habitable rooms must be provided with natural light (window) or artificial light with an aggregate glazing area equal to at least 8% of room floor area.
  - All finished habitable rooms must be provided with means of natural ventilation (operable window) equal to at least 4% of room floor area or with mechanical ventilation.
  - All finished habitable rooms must be provided with permanent heating facilities being able to sustain the interior temperature at a minimum of 68° F when outdoor temperature is -1° F.
  - Provide a minimum of one supply duct to each enclosed habitable room and one return air duct. A return transfer grill or alternate means of return air may be permitted per Building Official approval.
  - Bathroom must be provided with mechanical exhaust terminating on the exterior of the building.
- **Emergency Egress Window and Smoke Detector Requirements:**
  - Each new or converted sleeping room must have a minimum of one emergency egress window with minimum opening size of 5.7 square feet, with minimum width of 20" and height of 24", and sill height not exceeding 44" above finished floor.
  - All sleeping rooms must have a dual voltage smoke alarm inside the room, and there must be a dual voltage smoke and CO alarm outside the sleeping room in the hallway, within 15 feet of the sleeping room.
- **Other Regulations:** These items represent a summary of the most commonly applied regulations pertaining to residential interior alteration/remodeling. Other regulations may apply.

**Inspections Required:**

- Various depending on project scope, but typically:
  - Rough Electrical
  - Rough Framing
  - Rough Plumbing
  - Insulation
  - Finals
  - Re-inspection Fee - \$60.00 per inspection per trade

***Please contact the Village Hall by 2:00 p.m. to schedule inspection for next day.***

**Remember to Contact J.U.L.I.E. at 1-800-892-0123 prior to digging!**

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Applicant Name (Printed)

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Applicant Signature

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**Date**