



## Village of Riverside Information for Contractors - 2022

Thank you for registering as a contractor in the Village of Riverside.

Before you start work, we want to share some basic information that will help you successfully complete future projects.

### Do I need a permit?

#### **Yes**

- All building and construction projects (including alterations and repairs) that cost more than \$500.
- Work including demolitions of a building (in whole or in part), structural, drywall, electrical or plumbing work of any kind, and construction of accessory buildings (i.e. shed or garage), fences, decks, and driveways, must have a permit regardless of the cost.
- Brick and stone paver installations, retaining walls, and grading

#### **No**

- Cosmetic work such as tile, replacement and repair of carpet or hard flooring, or wall painting may not require a permit.
- Planting flowers, shrubs, trees, using lawn and snow maintenance services, or tree trimming services typically do not require a permit. If this work includes the installation of hardscape or shapes the land to do so, a permit is required.

Find permitting information at: <https://www.riverside.il.us/239/Community-Development>

### **Important Contacts**

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- **Get a permit**
- **Register or renew as a contractor**
- **Schedule inspections**

*Inspections: All day on Tuesdays and Thursdays, and afternoon by request/availability on Monday, Wednesday, Friday*

Email: [permits@riverside.il.us](mailto:permits@riverside.il.us)

Call: 708-447-1241

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- **Contact our in-house inspector**
- **Follow up on an inspection**

Email: [buildinginspector@riverside.il.us](mailto:buildinginspector@riverside.il.us)

Call: 708-447-1241 x 236

*If you would like to discuss a project, appointments are available on Tuesdays and Thursdays.*

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- **Ask a Building Code question**
- **Follow up on a project in review**

Email: [tpi1bcc@tpibcc.com](mailto:tpi1bcc@tpibcc.com)

Call: 630-443-1567



## Information for Contractors 2022

### New Permit Requirement!

In late 2021, Riverside added a Temporary Right of Way permit requirement. You might need one *if*:

A short-term use of right-of-way (street or public alley or an area blocking the sidewalk) is needed because using private property is unavoidable or unfeasible during active construction or a similar activity.

Examples are placement of a dumpster or other equipment.

Permit applications describe the location, duration, and site plan and include the time frame of proposed usage. The cost of the permit is fifty dollars (\$50.00). *This type of permit does not apply when an issued building permit requires the temporary opening of a street or closure of a residential sidewalk.*

### Common Fees

- Building Permit Fee: 1.75% of the job value
  - Example 1: Value \$2,500 = \$100 minimum permit fee
  - Example 2: Value \$10,000 = \$175 permit fee
- Remodels and Additions require a plan review deposit of either \$500 or \$1000. This fee pays for any plan review costs beyond the basic building permit fee. Any unused portion is refunded.
- Right-of-Way Bond Deposits: Fees cover the cost to the Village if the parkway or sidewalk is damaged. (Each exposed aggregate sidewalk square is approximately \$500 to replace.) Checks only.

Before the job begins, the Village will inspect the current right-of-way condition. When the job is complete, call for a final inspection to start the refund process. The final inspection will be completed along with a right-of-way inspection. Any unused portion of the deposit will be refunded after approval. Refunds will be issued during the next accounting period.

- \$1,000 Parkway / ROW
- \$1,500 Half-Street Opening
- \$3,000 Full-Street Opening

### Follow the Rules

- Post your permit in the front window before starting work.
- Call for the inspections listed on your permit. Fixing a problem later can be challenging or costly.
- Doing work without a required permit *doubles* permit fees. If a home is being sold, work done without required permits could be verified and a permit and fees will be required.
- All subcontractors and waste haulers/dumpster providers must registered with the Village of Riverside.
- Obey all street parking signs.
- Please avoid idling vehicles and equipment when not in use.
- Work only within approved hours for construction:
  - 7:00 A.M. - 8:00 P.M. Monday through Friday
  - 8:00 A.M. - 8:00 P.M. on Saturday.
  - No commercial operation Sundays, New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and Christmas Day.