

TITLE 14A
ADMINISTRATIVE PROVISIONS OF THE CHICAGO CONSTRUCTION CODES

CHAPTER 14A-1
SCOPE AND APPLICATION

14A-1-101 GENERAL.

14A-1-101.1 Title.

Title 14A of the Municipal Code of Chicago may be referred to as the “Administrative Provisions of the Chicago Construction Codes” or “Chicago Construction Codes Administrative Provisions.” It is referred to throughout Title 14A as “this title.”

14A-1-101.1.1 Chicago Construction Codes.

This title, together with the *Chicago Building Code*, *Chicago Conveyance Device Code*, *Chicago Electrical Code*, *Chicago Fire Prevention Code*, *Chicago Fuel Gas Code*, *Chicago Mechanical Code*, *Chicago Energy Conservation Code*, *Chicago Plumbing Code*, *Chicago Building Rehabilitation Code*, and *Chicago Minimum Requirements for Existing Buildings* may be referred to as the *Chicago Construction Codes*. Throughout this title the *Chicago Construction Codes* are referred to individually as “each code.”

14A-1-101.1.2 Municipal Code.

In this title and throughout the *Chicago Construction Codes* the entire Municipal Code of Chicago is referred to as “the *Municipal Code*.”

14A-1-101.2 Scope.

The *Chicago Construction Codes* regulate the construction, demolition, maintenance, *rehabilitation*, relocation, and use and occupancy of *buildings*, *structures*, and adjacent outdoor areas.

14A-1-101.3 Intent.

The purpose of the *Chicago Construction Codes* is to establish minimum requirements for the protection and promotion of public health, safety, and welfare.

14A-1-101.4 Individual codes.

The requirements of each of the *Chicago Construction Codes* are interrelated and not intended to be applied separately. Each code listed in Sections 14A-1-101.4.1 through 14A-1-101.4.12, to the extent referred to in each of the *Chicago Construction Codes*, is part of the requirements of this title and each code.

14A-1-101.4.1 New construction.

The *Chicago Building Code* applies to the initial construction of *buildings* and *structures* and to other building- and property-related activities as specifically referenced in the other *Chicago Construction Codes*.

14A-1-101.4.2 Conveyance devices.

The *Chicago Conveyance Device Code* applies to the design, construction, installation, *alteration*, maintenance, and *repair* of *conveyance devices* and their components.

14A-1-101.4.3 Electrical.

The *Chicago Electrical Code* applies to the installation and removal of: electrical conductors, equipment and raceways; signaling and communication conductors, equipment and raceways; and optical fibers cables and raceways, as further described in Section 14E-1-90.2.

14A-1-101.4.4 Fire prevention.

The *Chicago Fire Prevention Code* applies to matters affecting or relating to protecting people and *structures* from the hazards of fire and explosion arising from the storage, handling, or use of specialized *structures*, materials, or devices; conditions unusually hazardous to life, property, or public welfare in the occupancy of *structures* or *premises*; and the maintenance and operation of fire protection and life safety systems.

14A-1-101.4.5 Fuel gas.

The *Chicago Fuel Gas Code* applies to the installation and operation of gas piping from the point of utility delivery to the inlet connections of appliances, gas-fueled appliances, and related accessories.

14A-1-101.4.6 Mechanical.

The *Chicago Mechanical Code* applies to the installation, *alteration*, *repair*, and replacement of mechanical systems and equipment, including ventilating, heating, cooling, air-conditioning, and refrigeration systems, incinerators, and other energy-related systems.

14A-1-101.4.7 Energy conservation.

The *Chicago Energy Conservation Code* applies to all matters related to the design, construction, and *rehabilitation* of *buildings* for energy efficiency.

14A-1-101.4.8 Plumbing.

The *Chicago Plumbing Code*, applies to the installation, *alteration*, *repair* and replacement of plumbing systems, including equipment, appliances, fixtures, fittings, and appurtenances, where connected to a water or sewage system, excluding fire protection systems.

14A-1-101.4.9 Building rehabilitation.

The *Chicago Building Rehabilitation Code* applies to the *repair*, *alteration*, change of occupancy, *addition* to, and relocation of *existing structures*.

14A-1-101.4.10 [Reserved].

14A-1-101.4.11 [Reserved].

14A-1-101.4.12 Existing buildings.

The *Chicago Minimum Requirements for Existing Buildings* establish minimum standards for equipment and facilities, light and ventilation, space heating, sanitation, life and fire safety protection, and occupancy of *existing structures* and *premises*. This code also specifies the responsibilities of *owners* and *occupants* in relation to *existing buildings* and *vacant buildings*.

14A-1-102 APPLICATION.

14A-1-102.1 General.

The *Chicago Construction Codes* are subject to the general organizational and interpretive principles established in Chapter 1-4 of the *Municipal Code*. The *Chicago Construction Codes* do not modify or waive any stricter requirement of the *Chicago Zoning Ordinance*, nor does the *Chicago Zoning Ordinance* modify or waive any stricter requirement of the *Chicago Construction Codes*.

14A-1-102.2 Conflicting provisions.

Where there is a conflict between a general requirement and a specific requirement of the *Chicago Construction Codes*, the specific requirement controls. Where, in any specific case, different sections of the *Chicago Construction Codes* specify different materials, methods of construction, or other requirements, the more restrictive provision controls. The more restrictive provision is the one that provides the greatest restriction on construction or occupancy.

14A-1-102.3 Internal references.

References to chapter or section numbers, or to provisions not specifically identified by number, within each code refer to the chapter, section, or provision of that code. Wherever a chapter, section, or subsection of the *Chicago Construction Codes* is cited or referred to, subordinate, consecutively numbered sections and subsections of the cited provision are included in the reference.

14A-1-102.4 External references.

The external codes and standards referenced in the *Chicago Construction Codes* are incorporated into and made part of the requirements of each code to the prescribed extent of each such reference and as further regulated in Sections 14A-1-102.4.1 through 14A-1-102.4.2.

14A-1-102.4.1 Conflicts.

Where a conflict exists between the adopting ordinance and a provision of a model code incorporated into the *Chicago Construction Codes* by reference, the adopting ordinance controls. Where a conflict exists between provisions of the *Chicago Construction Codes* and a standard referenced in a model code, the provisions of the *Chicago Construction Codes* control.

14A-1-102.4.2 Provisions in referenced codes and standards.

Where the extent of the reference to a referenced code or standard includes subject matter that is within the scope of the *Chicago Construction Codes*, the provisions of the *Chicago Construction Codes* take precedence over the provisions in the referenced code or standard.

14A-1-102.5 Existing structures.

The lawfully-established use and occupancy of any *building* or other *structure* existing on the effective date of a given provision of the *Chicago Construction Codes* continues to be lawful, even if the *building* or other *structure* does not conform to requirements for a new building of similar use or occupancy.

Exception: The *Chicago Minimum Requirements for Existing Buildings*, and provisions of the *Chicago Construction Codes* referenced in that code, apply to new and existing *structures* both prospectively and retrospectively.

14A-1-102.5.1 Buildings not previously occupied.

Before initial legal occupancy, a *building* or portion of a *building* that has not been previously occupied for its intended purpose in accordance with the laws in effect at the time of its completion must be brought into compliance with the provisions of the *Chicago Building Code* for new construction or with the requirements of a valid *permit*.

14A-1-103 DEPARTMENT OF BUILDINGS.

14A-1-103.1 Creation.

The Department of Buildings is established pursuant to Chapter 2-22 of the *Municipal Code*.

14A-1-103.2 Terms.

As used in the *Chicago Construction Codes*, the terms “*building official*” and “*authority having jurisdiction*” mean the Commissioner of Buildings or the Commissioner’s authorized representative.

14A-1-103.3 Personal liability.

In all cases where any action is taken by the *building official* to enforce the provisions of the *Municipal Code*, whether such action is taken pursuant to the express provisions of a particular section or in a case where discretionary power is given by the *Municipal Code* to the *building official*, such acts are done in the name of and on behalf of the *City*, and the *building official* in so acting for the *City* does not render himself or herself liable personally, and he or she is hereby relieved from all personal liability from any damage that may accrue to persons or property as a result of any such act committed in good faith in the discharge of his or her duties, and any suit brought against the *building official* by reason thereof must be defended by the Corporation Counsel until the final termination of the proceedings therein. The *building official* is indemnified by the *City* from all costs or fees arising from such legal action.

14A-1-104 DUTIES AND POWERS.

14A-1-104.1 General.

The *building official* is authorized and directed to enforce the provisions of the *Chicago Construction Codes*. The *building official* may render interpretations of the *Chicago Construction Codes* and adopt policies and procedures to clarify the application of their provisions. Such interpretations, policies, and procedures must be consistent with the intent and purpose of the *Chicago Construction Codes*.

Exception: The *building official* may only render interpretations and adopt policies and procedures with respect to the *Chicago Fire Prevention Code* with the agreement of the *fire code official*.

14A-1-104.1.1 Compliance procedure.

The *building official* may establish compliance procedures to determine whether violations of the *Chicago Construction Codes* have been corrected.

14A-1-104.2 Applications and permits.

The *building official* is authorized and directed to receive *permit* applications, review *construction documents*, and issue *permits* for the construction, *rehabilitation*, demolition, and moving of *structures*, inspect the premises for which such *permits* have been issued, and enforce compliance with the provisions of the *Chicago Construction Codes*.

Exception: The *fire code official* is responsible for *permits* provided for in the *Chicago Fire Prevention Code*.

14A-1-104.2.1 [Reserved].

14A-1-104.2.2 Suspension and revocation.

The *building official* is authorized and directed to suspend and revoke *permits* as provided in Section 14A-4-413.

14A-1-104.3 Trade licensing.

The *building official* is authorized and directed to examine, regulate, license, certify, or register the occupations and professions involved in the construction, *rehabilitation*, demolition, or maintenance of *buildings* or *structures* and related building systems pursuant to the *Municipal Code*. The *building official* has all powers reasonable and necessary to carry out such duties, including, but not limited to:

1. Preparing forms for applications for examinations.
2. Preparing forms for license certificates and issuing them in conformity with the provisions of the *Municipal Code*.
3. Preparing subject matter for examination.
4. Preparing and giving uniform examinations to applicants for *trade licenses* that will test their qualifications in their respective occupations and professions.
5. Grading all tests and examinations for *trade licenses*.
6. Prescribing, where appropriate, standards for what constitutes a recognized college, university, or trade school and determining the conformance to such standards.
7. Suspending or revoking any *trade license* issued under the provisions of the *Municipal Code* for cause as set forth in Section 14A-3-305, or pursuant to the child support compliance provisions of Section 4-4-152 of the *Municipal Code*, or upon determination by the *building official* that the licensee or registrant has violated any other provision of the *Municipal Code* or any of the statutes of the State related to the regulated or registered occupation; provided, however, that where the *trade license* suspension or revocation is based on Section 4-4-152 of the *Municipal Code*, the hearing must be administered pursuant to the rules of that section.
8. Suspending the ability of any *person* to submit new applications or complete pending applications for a *permit* or other authorization issued by the Department of Buildings for cause as set forth in Section 14A-3-304.
9. Keeping a full and correct detailed record of the official proceedings of the *building official*.
10. Preserving all documents, books, and papers relating to examinations for *trade licenses* and hearings of complaints or charges; keeping a record of the names, ages, places of business and residences of all applicants for *trade licenses* and the disposition made of the applications; keeping an up-to-date record specifying names and addresses of *trade*

license holders, including the dates of issuance of all such *trade licenses*; keeping a record specifying names, addresses, and dates of *trade licenses* suspended or revoked, the cause therefor, and *trade licenses* renewed.

11. Reviewing the *trade license* fees set forth in the *Chicago Construction Codes* at least once every three years, as measured from January 1, 2009.
12. Issuing a cease and desist notice to any *person* performing work or offering to perform work without first having obtained the proper *trade license*.

14A-1-104.4 Rulemaking.

The *building official* is authorized to promulgate any rule reasonably necessary to carry out the powers and duties prescribed in the *Chicago Construction Codes*. The *building official* must give public notice of any proposed rule, before its effective date, by posting a public notice and the proposed rule on the Department's public website no less than ten days before the effective date of the proposed rule or proposed amendment to an existing rule. Such public notice must include information concerning where written comments may be directed.

14A-1-104.5 Recordkeeping.

The *building official* is authorized and directed to prepare and maintain all records necessary for the efficient and orderly conduct of the business of the Department of Buildings, including records of applications received, *permits* and certificates issued, fees collected, reports of inspections, and notices and orders issued.

14A-1-104.6 Code revision.

The *building official* is authorized and directed to investigate and make recommendations, from time to time, to the Mayor, with respect to additions or revisions of the *Chicago Construction Codes*, as may be necessary or appropriate for the enforcement and regulation required by this title, and to make recommendations to the Mayor, with respect to *permit* fees set forth in the *Chicago Construction Codes* at least once every three years, as measured from January 1, 2009.

14A-1-104.7 Inspections.

The *building official* is directed to make or oversee the inspections provided for in the *Chicago Construction Codes*. The *building official* is authorized to require that an inspection under the *building official's* jurisdiction and required by the *Chicago Construction Codes* be undertaken pursuant to the mandate of, rather than by, the *building official*. The *building official* may authorize such mandated inspections if, as a result of such inspections, documents are made available to the *building official* that enable the *building official* to conclude that the inspection has satisfactorily served its purpose.

The *building official* is authorized and directed to investigate complaints made to the *City* and referred to the Department of Buildings which the *building official* deems to be both reasonable and within the jurisdiction of the Department of Buildings. The *building official* must prioritize investigations based on considerations of public health and safety.

14A-1-104.8 Approvals.

The *building official* is authorized and directed to issue any *permits* or grant any approvals relating to the construction, maintenance, *rehabilitation*, demolition, or relocation of *buildings* or other *structures*, including *permits* and approvals on behalf of any other department or office of the *City*, including the Department of Buildings, Department of Water Management, Department of Transportation, Department of Streets and Sanitation, Department of Planning and

Development, Department of Housing, Department of Public Health, Department of Finance, Fire Department, and Mayor's Office for People with Disabilities, and in such cases any reference in the *Municipal Code* to such other departments or offices, or the officials in charge of those departments or offices, may be considered a reference to the *building official* and the Department of Buildings.

Exception: Approvals granted by the Zoning Administrator and governed by Section 17-14-0202-O of the *Municipal Code*.

14A-1-104.9 Zoning.

The *building official* is authorized and directed to exercise the powers and to perform the duties given to the *building official* in the Chicago Zoning Ordinance.

14A-1-104.10 Transferred powers.

The *building official* is authorized and directed to exercise the rights, powers, duties, obligations, and responsibilities transferred from other departments and officials as provided in Sections 14A-1-104.10.1 through 14A-1-104.10.2.

14A-1-104.10.1 Department of Construction and Permits.

The *building official* and the Department of Buildings assume all rights, powers, duties, obligations, and responsibilities of the former Department of Construction and Permits and the former Executive Director of the Department of Construction and Permits. All personnel, books, records, property, and funds relating to the former Department are transferred to the Department of Buildings. The *building official* succeeds to the rights and duties of the former Executive Director under existing contracts, grant or loan agreements or programs, or other agreements or ordinances. All rules or regulations issued by the former Executive Director in effect as January 1, 2007, will remain in effect until amended or repealed by the *building official*.

14A-1-104.10.2 Department of Environment – flood control.

The *building official* and the Department of Buildings assume all rights, powers, duties, obligations, and responsibilities of the former Commissioner and Department of the Environment related to flood control, including:

1. All personnel, books, records, property, and funds related to flood control.
2. The administration of any federal, state, local, or private grant or loan programs, except to the extent prohibited by the grantor or grant agreement, related to flood control.
3. The rights and duties under existing contracts, appropriations, grant agreements, redevelopment agreements, leases, indentures, or other agreements or ordinances related to flood control.

All rules or regulations issued by the former Commissioner of the Environment relating to flood control, in effect as of January 1, 2012, will remain in effect until amended or repealed by the *building official*.

14A-1-104.11 Notices and orders.

The *building official* is directed to issue necessary notices or orders to ensure compliance with the *Chicago Construction Codes*.

Exception: The *fire code official* is directed to issue necessary notices or orders to ensure compliance with the *Chicago Fire Prevention Code*.

14A-1-104.12 Expert advice.

The *building official* is authorized to engage such experts as deemed necessary by the *building official* to advise on unusual or specialized technical issues that arise in the course of administering the *Chicago Construction Codes*.

14A-1-104.13 Right of entry.

City officials and their respective assistants charged with the administration of any of the provisions of the *Chicago Construction Codes*, when acting within the scope of their employment, are authorized to enter any *building* or *premises* and any and all parts thereof at any reasonable time, or at any time when such *building* or *premises* is occupied by the public, in order to examine and assess its condition for compliance with the *Chicago Construction Codes* or to otherwise discharge their respective duties under the *Municipal Code*. It is unlawful for any *person* to obstruct or otherwise interfere with a lawful inspection conducted by such *City* officials or their respective assistants pursuant to this section.

Exception: Where the authority to inspect is limited by applicable law.

14A-1-105 TRANSITIONAL PROVISIONS.

14A-1-105.1 Administration and enforcement (Title 14A).

Beginning July 1, 2019, this Title 14A applies to all administrative, procedural, and enforcement matters within the jurisdiction of the *building official* related to applications for *permit*, building inspections, and construction, demolition, excavation, and *rehabilitation* work. On and after that date, this title supersedes conflicting provisions of the *Municipal Code* regarding these subjects.

14A-1-105.1.1 Administrative provisions in other provisions.

The *building official* may, by rule, designate any provision of the *Chicago Building Code*, *Chicago Building Rehabilitation Code*, or *Minimum Requirements for Existing Buildings* as an administrative provision and may specify an effective date earlier than as otherwise provided in Section 14A-1-105.

14A-1-105.2 New construction (Title 14B).

Beginning August 1, 2020, except as otherwise provided in Sections 14A-1-105.2.1 through 14A-1-105.2.7, all *permit* applications must be submitted and all construction work must be performed in accordance with Title 14B and all provisions referenced in that title.

14A-1-105.2.1 Training phase.

Beginning August 1, 2019, the *building official* and *fire code official* may establish a program for the review of a limited number of *permit* applications, selected by the *building official* with the consent of the *permit* applicant, under the provisions of Title 14B for training and evaluation purposes. Where an application is reviewed under this provision, the *permit* and all work done pursuant to it are subject to all requirements of Title 14B.

14A-1-105.2.2 Early election to comply.

Beginning December 1, 2019, any *permit* applicant may request permission from the *building official* to proceed under the provisions of Title 14B. Where such permission is

granted, the *permit* and all work done pursuant to it are subject to all requirements of Title 14B.

14A-1-105.2.3 Early mandatory compliance.

Beginning December 1, 2019, the *building official* may designate, by rule, that specified types of work or *permit* applications, including but not limited to self-certified *permit* applications, must proceed under the provisions of Title 14B.

14A-1-105.2.4 Permit applied for before August 1, 2020.

A *permit* applied for before August 1, 2020, based on all applicable construction requirements in effect on the date of application, may be issued and the permitted work may be built in accordance with those requirements if the permitted work is diligently pursued to completion.

14A-1-105.2.5 Minor revision permits.

On and after August 1, 2020, the *building official* may allow a *permit* application that seeks a minor revision to an issued *permit* applied for before August 1, 2020, to be issued and built in accordance with all construction requirements applicable to the previously-issued *permit*. The *building official* may designate, by rule, criteria for application of this provision.

14A-1-105.2.6 Phased permitting.

On and after August 1, 2020, the *building official* may allow a *permit* application that seeks a *permit* for the second or subsequent phase of a construction project for which an issued *permit* for the first phase was applied for before June 1, 2020, to be issued and built in accordance with all construction requirements applicable to the previously-issued *permit*. The *building official* may designate, by rule, criteria for application of this provision.

14A-1-105.2.7 Adjustment of effective dates for certain operational and inspectional requirements.

The *building official* may, by notice posted on the *City's* public website, delay or advance the effective dates of Chapters 14B-17 and 14B-33 or portions of these chapters, but in no case may the effective dates of these chapters be earlier than January 1, 2020, or later than January 1, 2021.

14A-1-105.3 Accessibility-related provisions.

On and after December 1, 2019, except as otherwise provided in Sections 14A-1-105.3.1 and 14A-1-105.3.2, the accessibility-related provisions in Titles 14B and 14R apply to all construction and *rehabilitation* work. The *building official* is authorized to designate provisions of Titles 14B and 14R as “accessibility-related provisions” subject to this requirement.

14A-1-105.3.1 Permit applied for before December 1, 2019.

A *permit* applied for before December 1, 2019, based on all applicable accessibility-related requirements in effect on the date of application, including requirements under state and federal law, may be issued and the permitted work may be built in accordance with those requirements.

14A-1-105.3.2 Phased permitting.

On and after December 1, 2019, the *building official* may allow a *permit* application that seeks a *permit* for the second or subsequent phase of a construction project for which an issued *permit* for the first phase was applied for before December 1, 2019, to be

issued and built in accordance with all construction requirements applicable to the previously-issued *permit*. The *building official* may designate, by rule, criteria for application of this provision.

14A-1-105.4 Conveyance devices (Title 14C).

On and after October 1, 2018, except as otherwise provided in Section 14A-1-105.4.1, Title 14C applies to all *conveyance devices*.

14A-1-105.4.1 Permit applied for before October 1, 2018.

A *permit* applied for before October 1, 2018, based on all applicable requirements in effect on the date of application, may be issued and the permitted work may be built in accordance with those requirements.

14A-1-105.5 Electrical (Title 14E).

On and after March 1, 2018, except as otherwise provided in Section 14A-1-105.5.1, Title 14E applies to all electrical work.

14A-1-105.5.1 Permit applied for before March 1, 2018.

A *permit* applied for before March 1, 2018, based on all applicable requirements in effect on the date of application, may be issued and the permitted work may be built in accordance with those requirements.

14A-1-105.6 [Reserved]

14A-1-105.7 [Reserved]

14A-1-105.8 [Reserved]

14A-1-105.9 Energy conservation (Title 14N).

Beginning June 1, 2019, except as otherwise provided in Sections 14A-1-105.9.1 through 14A-1-105.9.3, all *permit* applications must be submitted and all construction and *rehabilitation* work must be performed in accordance with Title 14N and Section 14B-15-1515.

14A-1-105.9.1 Permit applied for before June 1, 2019.

A *permit* applied for before June 1, 2019, based on all applicable energy conservation requirements in effect on the date of application, may be issued and the permitted work may be built in accordance with those requirements.

14A-1-105.9.2 Minor revision permits.

On and after June 1, 2019, the *building official* may allow a *permit* application that seeks a minor revision to an issued *permit* applied for before June 1, 2019, to be issued and built in accordance with all energy conservation requirements applicable to the previously-issued *permit*. The *building official* may designate, by rule, criteria for application of this provision.

14A-1-105.9.3 Phased permitting.

On and after June 1, 2019, the *building official* may allow a *permit* application that seeks a *permit* for the second or subsequent phase of a project for which an issued *permit* for the first phase was applied for before June 1, 2019, to be issued and built in accordance

with all energy conservation requirements applicable to the previously-issued *permit*. The *building official* may designate, by rule, criteria for application of this provision.

14A-1-105.10 [Reserved]

14A-1-105.11 Building rehabilitation (Title 14R).

Beginning August 1, 2020, except as otherwise provided in Sections 14A-1-105.11.1 through 14A-1-105.11.7, all *rehabilitation* work must be performed in accordance with Titles 14B and 14R and all provisions referenced in those titles.

14A-1-105.11.1 Training phase.

Beginning August 1, 2019, the *building official* and *fire code official* may establish a program for the review of a limited number of *permit* applications, selected by the *building official* with the consent of the *permit* applicant, under the provisions of Title 14R for training and evaluation purposes. Where an application is reviewed under this provision, the *permit* and all work done pursuant to it are subject to all requirements of Titles 14B and 14R.

14A-1-105.11.2 Early election to comply.

Beginning December 1, 2019, any *permit* applicant may request permission from the *building official* to proceed under the provisions of Title 14R. Where such permission is granted, the *permit* and all work done pursuant to it are subject to all requirements of Titles 14B and 14R.

14A-1-105.11.3 Early mandatory compliance.

Beginning December 1, 2019, the *building official* may designate, by rule, that specified types of *rehabilitation* work or *permit* applications, including but not limited to self-certified *permit* applications, must proceed under the provisions of Titles 14B and 14R.

14A-1-105.11.4 Permit applied for before August 1, 2020.

A *permit* applied for before August 1, 2020, based on all applicable construction and *rehabilitation* requirements in effect on the date of application, may be issued and the permitted work may be built in accordance with those requirements.

14A-1-105.11.5 Minor revision permits.

On and after August 1, 2020, the *building official* may allow a *permit* application that seeks a minor revision to an issued *permit* applied for before August 1, 2020, to be issued and built in accordance with all construction and *rehabilitation* requirements applicable to the previously-issued *permit*. The *building official* may designate, by rule, criteria for application of this provision.

14A-1-105.11.6 Phased permitting.

On and after August 1, 2020, the *building official* may allow a *permit* application that seeks a *permit* for the second or subsequent phase of a *rehabilitation* project for which an issued *permit* for the first phase was applied for before June 1, 2020, to be issued and built in accordance with all construction requirements applicable to the previously-issued *permit*. The *building official* may designate, by rule, criteria for application of this provision.

14A-1-105.11.7 Adjustment of effective dates.

The *building official* may, by notice posted on the *City's* public website, delay the effective date of Chapter 14R-13, but in no case may the effective date of Chapter 14R-13 be later than August 1, 2020.

14A-1-105.12 [Reserved]

14A-1-105.13 [Reserved]

14A-1-105.14 Existing buildings (Title 14X).

The *building official* is authorized and directed to designate the effective date of Title 14X by notice posted on the *City's* public website no later than June 1, 2020. On and after this date, the provisions of Title 14X supersede any conflicting provisions in Titles 13, 15 and 18 of the *Municipal Code*. In the absence of such a designation, the effective date of the requirements in Title 14X is August 1, 2020, provided however that the requirements in Title 14X will apply to any *building* or *structure* built in accordance with the requirements of Title 14B or rehabilitated in accordance with the requirements of Title 14R upon occupancy and before the general effective date.

**CHAPTER 14A-2
DEFINITIONS**

14A-2-201 GENERAL.

14A-2-201.1 Tenses and usage.

Words used in the singular include the plural. The reverse is also true. Words used in the present tense include the future tense. The reverse is also true. The words “must”, “will”, “shall,” and “may not” are mandatory. The word “may” is permissive. The word “should” is advisory, not mandatory or required.

14A-2-201.2 Portions.

Wherever the terms *building*, *outdoor area*, *facility*, *premises*, or *structure* are used in the *Chicago Construction Codes Administrative Provisions*, those terms include any part of the *building*, *outdoor area*, *facility*, *premises*, or *structure* less than the whole unless the word “entire” appears before the term.

14A-2-201.3 Definitions.

The definitions in Section 14A-2-202 apply to italicized words throughout the *Chicago Construction Codes Administrative Provisions*.

14A-2-201.3.1 Words defined in other codes.

Where a non-italicized word is not defined in Section 14A-2-202 and is defined in the *Chicago Building Code*, *Chicago Conveyance Device Code*, *Chicago Electrical Code*, *Chicago Fire Prevention Code*, *Chicago Fuel Gas Code*, *Chicago Mechanical Code*, *Chicago Energy Conservation Code*, *Chicago Plumbing Code*, *Chicago Building Rehabilitation Code*, or *Chicago Minimum Requirements for Existing Buildings*, the definition in that other title applies to this title.

14A-2-201.3.2 Words not defined.

A non-italicized word that is not defined in Section 14A-2-202 or in any of the codes referenced in Section 201.4 has the meaning given in the latest edition of Merriam Webster's Collegiate Dictionary.

14A-2-201.4 Units.

Throughout the *Chicago Construction* codes, where values are specified in both U.S. conventional units and SI units, the SI units are provided for convenience only and the U.S. conventional units govern in case of a discrepancy.

Exception: As otherwise provided in the *Chicago Electrical Code*.

14A-2-202 DEFINITIONS.

ACCESSIBLE. As defined in Chapter 2 of the *Chicago Building Code*.

ADDITION. As defined in Chapter 2 of the *Chicago Building Rehabilitation Code*.

ALTERATION. As defined in Chapter 2 of the *Chicago Building Rehabilitation Code*.

APPROVED. Documented in writing as: generally-acceptable to the *building official* in accordance with Section 14A-10-1002; acceptable to the *building official* or *fire code official* for a specific application in accordance with 14A-10-1003; acceptable to the Committee on Standards and Tests for a specific application in accordance with Section 14A-10-1004; or authorized by the Building Board of Appeals for a specific case in accordance with Section 14A-10-1005.

APPROVED AGENCY. A Nationally Recognized Testing Laboratory (NRTL) recognized by the United States Department of Labor, Occupational Safety and Health Administration (OSHA), acting within its recognized scope; a certification body accredited by the American National Standards Institute (ANSI), acting within its accredited scope; or, where *approved* by the *building official*, another established agency that is regularly engaged in conducting tests, furnishing inspection services, or furnishing product certification.

AUTOMATIC SPRINKLER SYSTEM. As defined in Chapter 2 of the *Chicago Building Code*.

BASEMENT. As defined in Chapter 2 of the *Chicago Building Code*.

BUILDING. As defined in Chapter 2 of the *Chicago Building Code*.

BUILDING AREA. As defined in Chapter 2 of the *Chicago Building Code*.

BUILDING HEIGHT. As defined in Chapter 2 of the *Chicago Building Code*.

BUILDING OFFICIAL. The Commissioner of Buildings or the Commissioner's authorized representative.

CHANGE OF OCCUPANCY. As defined in Chapter 2 of the *Chicago Building Rehabilitation Code*.

CHICAGO BUILDING CODE. Title 14B of the *Municipal Code*.

CHICAGO BUILDING REHABILITATION CODE. Title 14R of the *Municipal Code*.

CHICAGO CONSTRUCTION CODES. Titles 14A through 14X of the *Municipal Code*.

CHICAGO CONSTRUCTION CODES ADMINISTRATIVE PROVISIONS. Title 14A of the *Municipal Code*.

CHICAGO CONVEYANCE DEVICE CODE. Title 14C of the *Municipal Code*.

CHICAGO ELECTRICAL CODE. Title 14E of the *Municipal Code*.

CHICAGO ENERGY CONSERVATION CODE. Title 14N of the *Municipal Code*.

CHICAGO FIRE PREVENTION CODE. Title 14F of the *Municipal Code*.

CHICAGO FUEL GAS CODE. Title 14G of the *Municipal Code*.

CHICAGO LANDMARK. An area, district, place, building, structure, work of art, or other similar object designated as a landmark by the city council.

CHICAGO MECHANICAL CODE. Title 14M of the *Municipal Code*.

CHICAGO MINIMUM REQUIREMENTS FOR EXISTING BUILDINGS. Title 14X of the *Municipal Code*.

CHICAGO PLUMBING CODE. Title 14P of the *Municipal Code*.

CHICAGO ZONING ORDINANCE. Title 17 of the *Municipal Code*.

CITY. The City of Chicago.

CITY DATUM. The horizontal plane established pursuant to Section 10-4-210 of the *Municipal Code*.

CONSTRUCTION DOCUMENTS. Written, graphic, and pictorial documents prepared or assembled for describing the design, location, and physical characteristics of the elements of a project necessary for obtaining a *permit*. Also see “permitted construction documents.”

DEFERRED SUBMITTAL. Written, graphic, and pictorial documents related to the design of an element of a project that are not submitted to the *building official* before issuance of a *permit* and that must be submitted to the *building official* before the beginning of related work under the *permit*.

EXISTING BUILDING. As defined in Chapter 2 of the *Chicago Building Rehabilitation Code*.

EXISTING STRUCTURE. As defined in Chapter 2 of the *Chicago Building Rehabilitation Code*.

EXTERIOR WALL. As defined in Chapter 2 of the *Chicago Building Code*.

FIRE CODE OFFICIAL. The Commissioner of the Fire Department or the commissioner's authorized representative.

GRADE PLANE. As defined in Chapter 2 of the *Chicago Building Code*.

HIGH-RISE BUILDING. As defined in Chapter 2 of the *Chicago Building Code*.

HISTORIC BUILDING. As defined in Chapter 2 of the *Chicago Building Rehabilitation Code*.

IN-KIND REPLACEMENT. Replacement of existing materials, objects, or elements using new materials, objects, or elements of the same type, size, and shape.

LOT. As defined in Chapter 2 of the *Chicago Building Code*.

MUNICIPAL CODE. The Municipal Code of Chicago, Illinois, including the *Chicago Construction Codes*.

OCCUPANT LOAD. As defined in Chapter 2 of the *Chicago Building Code*.

OCCUPIABLE ROOFTOP. As defined in Chapter 2 of the *Chicago Building Code*.

OWNER. Any *person* having a legal or equitable ownership interest in the *premises* or *structure*, with or without actual possession; any *person* shown in the official land or tax records of Cook County as holding a legal or equitable ownership interest in the *premises* or *structure*, with or without actual possession; any *person* having charge, care, or control of the *premises* or *structure* as an actual or apparent agent of an *owner* or as trustee of a trust or as the guardian, executor, or administrator of the estate of an *owner*; and any *person* responsible for or entitled to manage, collect rents for, or control the *premises* or *structure*.

PERMIT. An official document issued by the *building official* that authorizes performance of specified activities at a specified location.

PERMIT-RELATED FEE. Any fee imposed by Chapter 14A-4, 14A-5 or 14A-10 and any fee imposed by the *Municipal Code* for plan review by the Office of Underground Coordination, for a driveway permit, or for installation or *alteration* of a fire protection system.

PERMITTED CONSTRUCTION DOCUMENTS. *Construction documents* that have been submitted to the *building official* and marked as accepted by the *building official* in connection with issuance of a *permit*.

PERSON. As defined in Section 1-4-090 of the *Municipal Code*.

PEST CONTROL BUSINESS. A *person* licensed as a commercial structural pest control business by the State of Illinois pursuant to the Structural Pest Control Act.

PRIVATE GARAGE. As defined in Chapter 2 of the *Chicago Building Code*.

PROPERTY LINE. As defined in Chapter 2 of the *Chicago Building Code*.

REGISTERED DESIGN PROFESSIONAL. An individual who is licensed to practice architecture or structural engineering by the State of Illinois.

REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE. A *registered design professional* engaged by the *owner* to review and coordinate certain aspects of the project for compatibility with the *permitted construction documents*, including documents prepared by others, *deferred submittal* documents, and phased submittal documents.

REGISTERED GEOTECHNICAL ENGINEER. An individual who is licensed to practice professional engineering by the State of Illinois and experienced in the use of geotechnical data to evaluate foundation systems.

REGULATED EQUIPMENT. Equipment regulated by the Department of Public Health, including but not limited to: fuel burning devices such as boilers, furnaces, industrial ovens, and crucibles; industrial process equipment such as tanks, kettles, converters, kilns, crucibles, stills, dryers, roasters, crushers, grinders, blenders, mixers, reactors, regenerators, separators, filters, columns, classifiers, screens, quenchers, cookers, towers, washers, scrubbers, mills, and condensers; pollution-control devices such as bag houses, cyclones, electrostatic precipitators, thermal oxidizers, afterburners, absorbers, filters, dry collectors, and wet collectors; unfired pressure vessels such as jacketed kettles, tanks under pressure, and indirect fired vessels; motor vehicle repair shops including equipment such as paint spray booths, prep areas, and mixing areas; dry cleaning plants including equipment such as dry cleaning machines and boilers; incinerators such as pathological waste-, thermal-, and catalytic-incinerators; food preparation units such as commercial kitchen hoods; process areas, such as areas used for grinding, sawing, cutting, packaging, assembling, machining, blending, and mixing; and generators such as emergency generators and standby or discretionary generators.

REHABILITATION. As defined in Chapter 2 of the *Chicago Building Rehabilitation Code*.

REPAIR. As defined in Chapter 2 of the *Chicago Building Rehabilitation Code*.

SCAFFOLDING. One or more temporary elevated or suspended work units and any supporting structure used for supporting personnel or materials or both. Scaffolding does not include aerial buckets, one-person harnesses, or ladders used singly, without platforms or ladder jacks.

SPECIAL FLOOD HAZARD AREA. An area designated in accordance with Chapter 16-6 of the *Municipal Code*.

SPECIAL INSPECTION. Inspection of construction requiring a *special inspector* to verify compliance with the *Chicago Construction Codes* and the *permitted construction documents* as specified in Chapter 17 of the *Chicago Building Code*.

Continuous special inspection. *Special inspection* by a *special inspector* who is present continuously when and where the work to be inspected is being performed.

Periodic special inspection. *Special inspection by a special inspector who is intermittently present where the work to be inspected has been or is being performed.*

SPECIAL INSPECTION AGENCY. *A person recognized by the building official as having qualifications and experience, either individually or through employees, to perform special inspections.*

SPECIAL INSPECTOR. *An individual employed or retained by a special inspection agency with qualifications and experience necessary to competently inspect a particular type of construction requiring special inspection.*

START OF CONSTRUCTION. *The date of permit issuance for new construction or rehabilitation, provided the actual start of construction activities is within 180 days after the date of issuance. Otherwise, the actual start of construction activities.*

For a new building, the actual start of construction activities means the first placement of permanent construction of a *building* on a site, such as the pouring of a slab or footings, installation of pilings, or construction of columns. Permanent construction does not include: land preparation (such as clearing, excavation, grading, or filling); the installation of streets or walkways; excavation for a *basement*, footings, piers, or foundations; the erection of temporary forms; or the installation of accessory *buildings* such as garages or sheds not occupied as *dwelling units* and not part of the main *building*.

For *rehabilitation* work, the actual start of construction activities means the first *alteration* of any wall, ceiling, floor or other structural part of a *building*, whether or not that *alteration* affects the external dimensions of the *building*.

STORY. *As defined in Chapter 2 of the Chicago Building Code.*

STORY ABOVE GRADE PLANE. *As defined in Chapter 2 of the Chicago Building Code.*

TEMPORARY. *For structures not directly associated with ongoing construction or demolition activities: installed at the same location for a consecutive period of no more than 60 days, or not more than 180 days if approved by the building official.*

For *structures* directly associated with ongoing construction or demolition activities: installed at a site only while substantially-continuous construction or demolition activities are ongoing at the site.

TRADE LICENSE. *A license, registration, or certification issued by the City authorizing a person to engage in a business activity related to the design, construction, rehabilitation, demolition, or repair of buildings, structures, or systems regulated by the Chicago Construction Codes or the business activity of permit expediting.*

TRADE LICENSE HOLDER. *A person holding a valid trade license.*

TOWNHOUSE. *As defined in Chapter 2 of the Chicago Building Code.*

VACANT. As defined in Chapter 2 of the *Chicago Minimum Standards for Existing Buildings*.

VACANT AND OPEN. A *building* or *structure* that is *vacant* and that has any door, window, or wall missing or unsecured, or has any other opening so as to allow entry by a human being.

CHAPTER 14A-3 ENFORCEMENT

14A-3-301 GENERAL.

14A-3-301.1 Violations.

It is unlawful for any *person* to alter, build, construct, demolish, erect, extend, maintain, occupy, relocate, remove, or use any *structure* or equipment regulated by the *Chicago Construction Codes*, or cause the same to be done, in conflict with or in violation of any provision of the *Chicago Construction Codes*.

14A-3-301.1.1 Non-conforming materials, equipment, and appliances.

It is unlawful for any *person* to sell, offer for sale, give away gratis, install, alter, *repair*, maintain, or use, within the *City*, any building material, equipment, or appliance intended for use in the *City* that does not conform to the standards set forth in the *Chicago Construction Codes*.

14A-3-301.2 Liability.

Unless otherwise specifically provided, the *owner*, his agent for the purpose of managing, controlling or collecting rents, and any other *person* managing or controlling a *building* or *premises* in any part of which there is a violation of the provisions of the *Chicago Construction Codes*, is liable for any violation existing or occurring, or which may have existed or occurred, at or during any time when such *person* is or was the *person* owning or managing, controlling, or acting as agent in regard to the *building* or *premises*, and is subject to injunctions, abatement orders, or other remedial orders.

14A-3-301.2.1 Land trustees.

The liabilities and obligations imposed on an *owner* also attach to a trustee under a land trust holding title to a *structure* or *premises* without the rights of possession, management, or control unless the trustee discloses the name and last known address of each *person* who was a beneficiary of the trust at the time of the alleged violation and of each *person*, if any, who was then acting as agent for the purpose of managing, controlling, or collecting rents, as shown in the records of the trust in accordance with and subject to the penalties provided in the Land Trust Beneficial Disclosure Act, 765 ILCS 405/0.01, et seq.

14A-3-301.2.2 Interference with code enforcement.

The liabilities and obligations imposed on an *owner* also attach to any mortgagee or any other *person* with or without an interest in the *building* or *premises* who knowingly takes any action in any judicial or administrative proceeding that is intended to delay issuance or enforcement of any remedy for any violation of the *Chicago Construction Codes* then in existence, provided that such *person* is only liable for fines which accrue on or after the date of such action and no liability may be imposed under this provision for any action taken in any proceeding, including a proceeding to foreclose on a lien, that does

not delay or prevent the prosecution of an action brought by the *City* to enforce the *Chicago Construction Codes*.

14A-3-301.3 Notice.

The *building official* is authorized to serve a written notice of violation or order on the *owner* or other *person* responsible for the construction, installation, relocation, *rehabilitation*, demolition, or occupancy of any *building, structure*, or system regulated by the *Chicago Construction Codes* where the *building official* believes or has reason to believe that there is a violation of the *Chicago Construction Codes* or of a *permit*, certificate, or *trade license* issued under the *Chicago Construction Codes*. The order must direct the immediate discontinuation of the illegal action or condition and the prompt abatement of the violation. Where the order does not specify the time within which abatement must occur, abatement must occur within 15 days of service of the notice, unless the *building official* determines that a longer period is necessary and reasonable.

14A-3-301.3.1 Public notice.

Where the *building official* is authorized to serve a written notice of violation by Section 14A-3-301.3, the *building official* is also authorized to publish notice in one or more newspapers or on a public website. This notice may include details of the alleged violation and any information relating to the filing of a case in a court of law or administrative tribunal or any other action taken by the *City* seeking enforcement of the *Chicago Construction Codes*.

14A-3-301.3.2 Effect.

A written notice of violation or order sent pursuant to this chapter is not a determination by the *building official* that demolition is necessary to remedy conditions imminently dangerous to life, health, or property for purposes of Section 2-120-780 or 2-120-825(c) of the *Municipal Code*.

14A-3-301.4 Enforcement proceeding.

Where the *building official* is authorized to serve a written notice of violation by Section 14A-3-301.3, the *building official* may initiate an enforcement proceeding either by requesting an administrative adjudication before the Department of Administrative Hearings as provided in Chapter 2-14 of the *Municipal Code* or by referring the matter to the Corporation Counsel for prosecution. The Corporation Counsel may initiate an enforcement proceeding irrespective of whether notice has been previously sent. Any written notice served or sent in connection with an enforcement proceeding initiated by the *building official* or Corporation Counsel has the same force and effect as a written notice of violation or order issued under Section 14A-3-301.3.

14A-3-301.4.1 In rem jurisdiction.

Where necessary to abate a nuisance or hazard or otherwise authorized by law, the Corporation Counsel may initiate and prosecute an enforcement proceeding before a tribunal with in rem jurisdiction over a property in violation of any provision of the *Chicago Construction Codes* irrespective of whether notice has been provided to the *owner* or the tribunal has personal jurisdiction over the *owner*.

14A-3-301.4.2 Posted notice.

Where a court or administrative body has preliminarily determined that a violation of the *Chicago Construction Codes* exists, the *building official* is authorized to post a sign which is visible to the public on or near the *premises* to provide public notice of the violation and the enforcement proceeding. The sign may include the address of the

premises, the *owner* of the *premises*, other information about the *owner*, the nature of the violation, and information pertaining to the enforcement proceeding.

14A-3-301.5 Removal of official notices.

It is unlawful for any *person* to remove, alter, cover, or obliterate any notice or sign lawfully posted by or at the direction of the *building official* or other *City* official authorized to post notices or signs under the *Chicago Construction Codes* without the written permission of the *building official* or other *City* official who posted or directed the posting of the notice or sign, or a written order authorizing such action from a court or administrative body responsible for an enforcement proceeding to which the notice or sign relates.

14A-3-301.6 Records.

Records of investigations by the *building official*, including inspections of *buildings*, *structures*, and *premises*, are public records and are admissible in administrative and judicial enforcement proceeding as prima facie evidence as to their contents.

14A-3-301.7 Cumulative remedies.

Where Sections 14A-3-302 through 14A-3-315 and other provisions of the *Municipal Code* provide more than one penalty, legal remedy, or method of enforcement for a type of violation of the *Chicago Construction Codes*, no one penalty, legal remedy, or method of enforcement limits or impairs the scope, operation, or effectiveness of each or any other authorized penalty, legal remedy, or method of enforcement available for the prevention, restriction, correction or abatement of, penalty for, or recovery of costs related to that violation of the *Chicago Construction Codes*.

14A-3-302 FINE.

14A-3-302.1 Scope.

Each violation of a provision of the *Chicago Construction Codes* or interference with the enforcement of the *Chicago Construction Codes* must be punished by a fine as provided in Section 14A-12-1203. Each day that a violation continues and each act of interference is a separate and distinct offense.

14A-3-303 INJUNCTION.

14A-3-303.1 Scope.

Where the *building official* or other *City* official charged with responsibility for administering the *Chicago Construction Codes* determines that any *structure* or *premises* fails to conform to the minimum standards of health and safety set forth in the *Chicago Construction Codes* and the *owner* has failed to cause the *structure* or *premises* to conform with the provisions of the *Chicago Construction Codes*, the *building official* or other *City* official may request that the Corporation Counsel make application on behalf of the *City* to any court or administrative body of competent jurisdiction for an injunction requiring compliance with the provisions of the *Chicago Construction Codes* or for such other order as the court or administrative body deems necessary or appropriate to secure such compliance.

14A-3-304 SUSPENSION OF PERMIT PRIVILEGES.

14A-3-304.1 General.

The *building official* may suspend the ability of any *person* to submit new applications or complete pending applications for a *permit* where the *building official* determines that the *person* has done any of the following:

1. Performed or directed work requiring a *permit* under the *Chicago Construction Codes* where no such *permit* has been issued.
2. Performed or directed work deviating from the scope of work identified in a *permit* or *permitted construction documents*, where the *Chicago Construction Codes* require prior approval of the *building official* for such a deviation, without first obtaining the written approval of the *building official* or a new *permit*.
3. Performed or directed work in violation of a stop work order.
4. Performed or directed work that results in the issuance of a stop work order by the *City* under Section 14A-3-306 or the *Chicago Zoning Ordinance*.
5. Upon completion of work requiring a rough or final inspection or certification, failed to contact the *building official* to schedule a required inspection or failed to submit a required certification.
6. Upon completion of work requiring a certificate of occupancy, failed to contact the *building official* to obtain a required certificate of occupancy.
7. Utilized or directed any *person* who is not a *trade license holder* to perform work that may only be performed by a *trade license holder* pursuant to the *Municipal Code*.
8. Where a *permit* or *permit* application lists the name or identification number of a *trade license holder* who is authorized to perform a scope of work, utilized or directed a *person* whose name or identification number is not listed on the *permit* or *permit* application to perform that scope of work.
9. Listed or allowed the listing or use of one's *trade license* on a *permit* or *permit* application where that work is performed by another *person*.
10. Made a false statement on a *permit* application or aided and abetted another *person* in making a false statement on a *permit* application.
11. Performed or directed work contrary to the *Chicago Construction Codes* or failed to perform work required by the *Chicago Construction Codes*, and such action resulted in a substantial defect, error, or deficiency requiring a reinspection or re-review by the *building official*.
12. Failed to promptly correct any substantial defect, error, or deficiency as directed by the *building official*.
13. Performed or directed work that poses an immediate or imminent threat to the health and safety of workers or the public.

14. Been indicted or charged under any local, state, or federal law with the offense of bribery of a public official or fraud upon a public body or similar offense.
15. Failed to pay fines or fees due and owing to the United States Department of Labor Occupational Safety and Health Administration, or a similar state or local governmental agency, for violations relating to workplace safety or unsafe work practices.

14A-3-304.1.1 Scope.

A suspension may include, but is not limited to, deactivating the ability of the *person* to submit or update *permit* applications electronically, suspending further processing of any *permit* applications that have been submitted but for which the *permit* has not been issued, withholding approval of any *permit* applications that have been submitted but for which the *permit* has not been issued, and declining to accept new *permit* applications. A suspension under Section 14A-3-304 may not prevent the *person* from correcting the basis for the suspension.

14A-3-304.1.2 Duration.

A suspension under Section 14A-3-304 lasts until the *person* demonstrates to the satisfaction of the *building official* that that the work or deviation or omission or other basis for suspension has been corrected and all related fines and fees have been paid. If the basis for suspension is work that cannot be corrected due to the work not being eligible a *permit* under the *Chicago Construction Codes*, the suspension lasts until the *person* demonstrates to the satisfaction of the *building official* that the *building, structure, and premises* have been fully returned to its pre-work state in a manner consistent with all health and safety provisions of the *Chicago Construction Codes*, or the *building, structure, and premises* have been brought into full compliance with any applicable settlement agreement, consent decree, or order by a court of competent jurisdiction.

14A-3-304.1.3 Controlling persons.

Where a business entity is subject to suspension under Section 14A-3-304, the *building official* may extend the suspension to the entity's controlling person(s), as that term is defined in Section 4-4-005 of the *Municipal Code*.

14A-3-304.1.4 Evasion.

It is unlawful for a *person* subject to a suspension under Section 14A-3-304, including a controlling person of an entity subject to a suspension, to evade or attempt to evade the suspension by submitting a *permit* application through another *person*, submitting a *permit* application under a different name, or by creating or using more than one user account.

14A-3-304.2 Notice.

Where the *building official* suspends the ability of any *person* to submit new applications or complete pending applications for a *permit* pursuant to Section 14A-3-304, the *building official* must notify the *person* in writing by first class mail at the address provided on the *person's* most recent *trade license* or *permit* application. The notice must:

1. Identify the basis for the suspension.
2. Identify the scope of activities covered by the suspension.

3. Identify the process for submitting proof to the *building official* that the basis for the suspension has been corrected.
4. Inform the *person* of the opportunity and procedure to file a written request with the *building official* to contest the basis for the suspension.
5. Inform the *person* that in addition to any other fees and fines, a reinspection fee must be paid to the *City* for each inspection or review conducted by the *City* to verify compliance.
6. Inform the *person* of that if the *person* contests the basis for the suspension and does not agree with the final decision of the *building official*, the *person* may appeal the final decision to a court of competent jurisdiction.

14A-3-304.3 Hearing procedure.

The *building official* must adopt and publish uniform procedures consistent with due process for proceedings to contest a decision under Section 14A-3-304. Following a hearing, the *building official* must issue a written decision to uphold, modify, or reverse the suspension. The written decision of the *building official* following a hearing is a final administrative decision, subject to judicial review as provided by law.

14A-3-304.4 Reinstatement.

A *person* subject to a suspension pursuant to Section 14A-3-304 may file a written petition with the *building official* for reinstatement of *permit* privileges at any time. The petition must include evidence that the basis of suspension has been corrected and that all related fines and fees have been paid. In addition to any other fees and fines, a reinspection fee in accordance with Section 14A-6-601.1.2 must be paid to the *City* for each inspection or review conducted by the *City* to verify the basis of suspension has been corrected.

14A-3-304.4.1 Probationary period.

After a reinstatement pursuant to Section 14A-3-304.3, the *person* whose *permit* privileges were suspended may not be listed on more than 10 active *permit* applications at any one time for a period of one year from the date of reinstatement.

14A-3-305 SUSPENSION OR REVOCATION OF TRADE LICENSE.

14A-3-305.1 General.

In addition to or concurrent with action under Section 4-4-280 of the *Municipal Code*, the *building official* may suspend or revoke the *trade license* of any *trade license holder* where the *building official* determines that the *trade license holder* is subject to any of the conditions listed in Section 14A-3-304.1.

14A-3-305.1.1 Scope of suspension.

The *building official* may suspend a *trade license* for up to 365 days.

14A-3-305.1.2 Scope of revocation.

The *building official* may revoke a *trade license* indefinitely.

14A-3-305.1.2.1 Reinstatement.

Reinstatement of a revoked *trade license* may only be granted if the former *trade license holder* establishes, through a written petition for reinstatement submitted to the *building official* that the former *trade license holder* is rehabilitated and has

remedied the basis for revocation. For any *trade license* subject to the requirements of Section 2-116-290 of the *Municipal Code*, the requirements of that section must also be met before the *trade license* may be reinstated.

14A-3-305.1.2.2 Reinstatement prohibited.

If the basis for revocation of a *trade license* is a conviction or finding of liability by a court or administrative tribunal for an act or underlying act related to bribery or attempted bribery of a government official or government vendor or related to fraud or theft or attempted fraud or theft involving a government project, government program, government procurement, or government contract, the *trade license* revocation is permanent and reinstatement is prohibited unless the conviction or finding of liability is reversed or vacated.

14A-3-305.1.3 Controlling persons.

Where the *trade license* of a business entity is suspended or revoked under Section 14A-3-305, the suspension or revocation also extends to the entity's controlling person(s), as that term is defined in Section 4-4-005 of the *Municipal Code*.

14A-3-305.1.4 Evasion.

It is unlawful for a *person* subject to a suspension or revocation under Section 14A-3-305, including a controlling person of an entity subject to a suspension or revocation, to evade or attempt to evade the suspension or revocation by acting through another *person*, acting under a different name, or by creating or using more than one user account.

14A-3-305.2 Notice.

Where the *building official* suspends or revokes a *trade license* pursuant to Section 14A-3-305, the *building official* must notify the *trade license holder* in writing by first class mail at the address provided on the *person's trade license* record. The notice must:

1. Identify the basis for the suspension or revocation.
2. Identify the duration of the suspension or revocation.
3. Identify the process for submitting proof to the *building official* or to the Board of Examiners or Commission that oversees the *trade license*, as applicable, to contest the basis for suspension or revocation.
4. Inform the *trade license holder* of the opportunity and procedure to file a written petition with the *building official* or the Board of Examiners or Commission that oversees the *trade license*, as applicable, to contest the basis for suspension or revocation.
6. Inform the *trade license holder* that if the *trade license holder* contests the basis for the suspension or revocation and does not agree with the final decision of the *building official* or the Board of Examiners or Commission that oversees the *trade license*, as applicable, the *person* may appeal the final decision to a court of competent jurisdiction.

14A-3-305.3 Limitation.

Nothing in Section 14A-3-305 relieves or excuses a *trade license holder* from maintaining any and all prerequisites, conditions, and requirements for a valid and active *trade license*, including but not limited to: maintaining valid insurance, bonding, letter of credit or other financial liability coverage; maintaining valid licensing, registration or certification with a regulatory entity of the

United States or the State of Illinois; payment of local, state or federal fees and taxes; and other prerequisites, conditions and requirements for a valid and active *trade license* during any period when the *trade license* is suspended.

14A-3-305.4 New licenses prohibited.

Any *person* whose *trade license* is suspended or revoked pursuant to this section may not be issued a new *trade license* during the period of suspension or revocation. Where the *trade license holder* is an entity, then no controlling person(s) of that entity, as defined in Section 4-4-005 of the *Municipal Code*, may be issued a new *trade license* during the period of suspension or revocation.

14A-3-305.5 Hearing procedure.

The *building official* must adopt and publish uniform procedures consistent with due process for proceedings to contest a decision under Section 14A-3-305. Following a hearing, the *building official* must issue a written decision to uphold, modify, or reverse the suspension. The written decision of the *building official* following a hearing is a final administrative decision, subject to judicial review as provided by law.

14A-3-306 STOP WORK ORDER.

14A-3-306.1 General.

The *building official* and any other *City* official charged with responsibility for administering the *Chicago Construction Codes* is authorized to issue a stop work order directing that the following prohibited activities cease and desist immediately:

1. The construction, demolition, *rehabilitation*, or relocation of any *structure* that is being done or has been done without a *permit* required by the *Municipal Code*.
2. The construction, demolition, *rehabilitation*, or relocation of any *structure* which is being done or has been done contrary to a *permit* or contrary to *permitted construction documents*.
3. The maintenance or operation of any *building, structure, premises*, or equipment without any *permit* or certificate required by the *Municipal Code*.
4. The construction, demolition, *rehabilitation*, or relocation of any *structure* which is being done by a *person* lacking a *trade license* for such work required by the *Municipal Code* or a *person* required by the *Municipal Code* to be listed on the *permit* application who was not listed.

14A-3-306.1.1 Limitation.

No stop work order may be issued to prohibit the construction, demolition, *rehabilitation*, or relocation of any *structure* that is being performed pursuant to a valid *permit* issued by the *building official* for any reason not specified in Section 14A-3-306.1, unless such order is necessary to prevent an imminent threat to the safety of workers or the public.

14A-3-306.2 Issuance.

A stop work order must be in writing. The stop work order must be either given to the *owner* or the *person* performing the work or posted at the work site. Upon issuance of a stop work order, the cited work must immediately cease.

14A-3-306.3 Legal action.

Any *City* official who has reason to believe that construction, demolition, maintenance, operation *rehabilitation*, or relocation of any *structure* is being done or has been done in violation of a lawful stop work order is directed to immediately request that the Corporation Counsel seek remedies provided by law.

14A-3-306.4 Knowing violations.

It is unlawful for any *person* to knowingly violate a stop work order, or to knowingly cause, allow, encourage, assist, aid, abet, or direct another *person* to violate a stop work order, or in any manner to knowingly be a party to a violation of a stop work order. A separate and distinct offense is committed for each stop work order which is violated and each day that a violation continues.

14A-3-306.5 Removal of notice.

It is unlawful for any *person* to knowingly destroy, deface, remove, damage, impair, mar, cover, or obstruct any stop work order which a *City* official has posted or affixed at a work site. A separate and distinct offense is committed for each stop work order which is violated and each day that a violation continues.

14A-3-307 CLOSURE ORDER.

14A-3-307.1 General.

Where a *building, structure, or premises* has been damaged by fire, deterioration, or other cause, or shows clear evidence of structural failure, and where it constitutes an actual and imminent danger to the public, the *building official, fire code official, Superintendent of Police, or Commissioner of Public Health* is authorized to order said *building, structure or premises* vacated and closed.

14A-3-307.2 Notice.

Where a *City* official has ordered a *building, structure, premises, or specific portion* vacated and closed as provided in Section 14A-3-307, the *City* official must post or cause to be posted in a conspicuous place near exterior entrances, a notice measuring no less than 17 inches (432 mm) by 22 inches (559 mm), stating substantially as follows:

THIS BUILDING HAS BEEN ORDERED CLOSED BY
THE CITY OF CHICAGO DUE TO CODE VIOLATIONS
THAT THREATEN LIFE, HEALTH, OR SAFETY.
ENTRY IS FORBIDDEN EXCEPT FOR NECESSARY
REPAIRS AND GOVERNMENT INSPECTION.

The notice must be dated and bear the *City* seal and the title of the *City* official who issued the order. If only a portion of a *building* has been ordered vacated and closed, the notice must specify the affected portion, and must also be affixed at interior entrances to that portion. The *City* official must also cause a written notice of violation as provided in Section 14A-3-301.3 to be served upon the *owner* of the property.

14A-3-307.3 Restricted access.

Where any *building, structure, or premises* has been ordered closed pursuant to Section 14A-3-307.1 and notice is posted in accordance with Section 14A-3-307.2, it is unlawful for any *person* to enter the closed portion of the *building, structure, or premises* except for the express purpose

of correcting violations of the *Chicago Construction Codes*, or for purposes of inspection at the direction of the *City* official identified on the notice.

14A-3-307.3.1 Fine.

Any *person* who enters any *building, structure, or premises* in violation of Section 14A-3-307.3 must be fined in accordance with Section 14A-3-302. Any *owner, manager, tenant or person* in control of *premises* who directs or allows any other *person* to enter in violation of a notice posted under Section 14A-3-307 must be fined in accordance with Section 14A-3-302 for each time that any *person* is directed or allowed to enter unlawfully.

14A-3-307.4 Adjacent areas.

Where necessary for public safety, the *building official* is authorized to close or order the authority having jurisdiction to close sidewalks, streets, *public ways*, and other places adjacent to unsafe *structures*, including private property, and prohibit the same from being utilized until the unsafe condition is remediated.

14A-3-308 BUSINESS LICENSE REVOCATION.

14A-3-308.1 General.

Upon a report to the Mayor by the *building official, fire code official, Commissioner of Public Health, or Superintendent of Police* that any business for which a license is required by any provision of the *Municipal Code* is being conducted on *premises* where the provisions of the *Chicago Construction Codes* or any proper order given by such *City* official under the *Chicago Construction Codes*, has been violated or not complied with, the Mayor may revoke the license of the business and cause the business to be closed.

14A-3-309 BOARD UP.

14A-3-309.1 General.

If, after ten days from the date of providing notice as provided in Section 14A-3-312.1, the *owner of a vacant and open structure* has failed to enclose the *structure*, the *City* may board up or otherwise secure the *structure* at the *owner's* expense.

14A-3-310 UTILITY TERMINATION.

14A-3-310.1 Scope.

The *building official* is authorized to terminate or direct the termination of utility service to a *building, structure, or system* regulated by the *Chicago Construction Codes* in case of emergency where necessary to eliminate an immediate hazard to life or property or where such utility connection has been made without a *permit* or approval required by the *Chicago Construction Codes* as provided in Sections 14A-3-310.2 through 14A-3-310.5.

14A-3-310.2 Electrical service.

The *building official* is authorized to cut off and discontinue current to electrical wiring and apparatus found to be dangerous to life and property. The *building official* is authorized to attach to electrical cabinets and equipment, an official notice or seal to prevent use of electricity, and it is unlawful for any other *person* to put or attach such seal or to break, change, destroy, tear,

mutilate, cover, or otherwise deface or injure any such official notice or seal posted by the *building official*.

14A-3-310.3 Water service.

The *building official* is authorized to request termination of water service in accordance with Chapter 11-12 of the *Municipal Code*.

14A-3-310.3.1 Secure building with sprinkler system.

The *building official* may not knowingly request that the Department of Water Management shut off the water supply to a secure building with an operational automatic sprinkler system.

14A-3-310.4 Natural gas service.

The *building official* is authorized to cut off and discontinue gas service to installations and equipment found to be dangerous to life and property. The *building official* is authorized to attach to gas installations and equipment, an official notice or seal to prevent use of gas. It is unlawful for any other *person* to put or attach such seal or to break, change, destroy, tear, mutilate, cover, or otherwise deface or injure any such official notice or seal posted by the *building official*.

14A-3-310.5 Notice.

The *building official* is directed to notify the serving utility and, wherever possible, the *owner* and occupants of the *building, structure, or system* of the decision to disconnect before disconnection. If not notified before disconnection, the *owner* must be notified as soon as practical thereafter.

14A-3-311 EMERGENCY DEMOLITION.

14A-3-311.1 General.

Where a *building, structure, or premises* has been damaged by fire, deterioration, or other cause, or shows clear evidence of structural failure, and where it constitutes an actual and imminent danger to the public, the *building official* is authorized to order a licensed and bonded wrecking contractor to immediately remove the dangerous *building or structure*.

14A-3-312 DANGEROUS AND UNSAFE OR UNCOMPLETED AND ABANDONED BUILDINGS.

14A-3-312.1 General.

Where any *building or structure* is found to be dangerous and unsafe or uncompleted and abandoned, the *building official and fire code official* are authorized to notify the *owner* in writing, directing the *owner* to demolish, *repair*, or enclose the *building or structure* or to remove garbage, debris, and other hazardous, noxious, or unhealthy substances or materials from the *premises*, so as to put the *building or structure* in a safe condition.

14A-3-312.2 Enforcement proceeding.

The *building official or fire code official* may request that the Corporation Counsel send the notices required by Section 14A-3-312 and concurrently initiate an enforcement proceeding to remedy violations of the *Chicago Construction Codes* identified by the *building official or fire code official*.

14A-3-312.3 Notice to last taxpayer of record.

Where, upon diligent search, the identity or whereabouts of the *owner* of the *building* or *structure*, including the lien holders of record, is not ascertainable, notice must be mailed to the *person* in whose name the real estate was last assessed.

14A-3-312.4 Remediation order.

If, after 15 days from the date of mailing the notice authorized by Section 14A-3-301.3, the *owner* has failed to put the *premises* in a safe condition, to demolish, *repair*, or enclose the *building* or *structure*, and to remove garbage, debris, and other hazardous, noxious, or unhealthy substances or materials from the *premises*, as specified in the notice, the *building official* or *fire code official* may request that the Corporation Counsel apply to the Circuit Court of Cook County for an order authorizing the *City* to demolish, *repair*, or enclose the *structure* or to remove garbage, debris, and other hazardous, noxious, or unhealthy substances or materials from the *premises* or requiring the *owner* to perform these actions. The Corporation Counsel may initiate a court action to obtain the appropriate orders in the Circuit Court of Cook County irrespective of whether notice has been previously sent.

14A-3-312.5 Costs.

All costs of demolition, *repair*, enclosure, or removal incurred by the *City*, including court costs, attorney's fees, and other enforcement costs are recoverable from the *owner* and are a lien on the real estate as provided by law.

14A-3-312.6 Fine.

Any *owner* who fails to take the action demanded in the notice must also be fined in accordance with Section 14A-3-302 for each day from the 16th day after the notice has been given until the *premises* has been brought into compliance. If court action is initiated by the Corporation Counsel without prior notice as described in Section 14A-3-312.4, the fine will be imposed beginning on the 16th day after the summons is served on the *owner*.

14A-3-313 NUISANCE ABATEMENT.

14A-3-313.1 Scope.

The following *buildings* and *structures* are declared to be public nuisances subject to abatement proceedings under Section 14A-3-313:

1. A *building* or *structure* found to be *vacant and open* after the effective date of an order to secure and enclose issued by a court of competent jurisdiction or the Department of Administrative Hearings within the previous 12 months, unless stayed by a court of competent jurisdiction.
2. A *building* or *structure* found to contain any violation of the *Chicago Construction Codes* or *Chicago Zoning Ordinance* that is imminently dangerous and hazardous.
3. A *building* or *structure* for which the costs of *repair* necessary to bring the *building* or *structure* into compliance with applicable laws would exceed the market value of the *building* or *structure* after *repair*, or where the *owner* cannot show that the *owner* has readily-available and sufficient assets to make the necessary *repairs*, or where necessary *repairs* otherwise are economically infeasible.
4. A *building* or *structure* where the *owner* has failed to correct violations of the *Municipal Code* that form the basis of an order or judgment involving that *building* or *structure*,

issued by a court of competent jurisdiction or a hearing officer of the Department of Administrative Hearings, within 60 days of entry, unless such order or judgment has been stayed by a court of competent jurisdiction.

5. A *building* or *structure* subject to enforcement proceedings by the *City*, and whose *owner* is identified as a building code scofflaw or problem landlord pursuant to Section 2-92-416 of the *Municipal Code* because of violations that caused such enforcement proceedings.

14A-3-313.2 Abatement proceeding.

Where the *building official* determines that a *building* or *structure* is a public nuisance, the *building official* is directed to notify the Corporation Counsel. The Corporation Counsel is authorized to bring an action in a court of competent jurisdiction to abate a public nuisance as described in Section 14A-3-313.1 by attempting to serve a complaint on all owners of record, beneficial owners of any Illinois land trust having title to the property, and all lienholders of record in the property, including *persons* owning certificates of purchase under the Property Tax Code.

14A-3-313.3 Abatement order.

If the court finds that the *City* has established by a preponderance of the evidence that the *building* or *structure* identified in the notice is a public nuisance as described in Section 14A-3-313.1, the court must enter an order of abatement requiring the *owner*, within a time frame specified in the order, to take all reasonable measures necessary to abate the public nuisance. The court's order of abatement may include, but is not limited to: correcting all code violations; altering, repairing, or improving the *building* or *structure*, rendering the *building* or *structure* fit for human use or habitation; vacating or enclosing the *building* or *structure*; or demolishing the *building* or *structure*. The court may also appoint a receiver; authorize a lienholder to take possession of the property to abate the nuisance; or, if requested by the Corporation Counsel and reasonable in light of the magnitude of the harm caused or which can reasonably be expected to be caused by the nuisance, the market value of the property in its current condition, and the extent to which the *owner* has failed to take effective measures to abate the nuisance, the assignment to the *City* or to a third party designated by the *City* or forfeiture to the *City* of all of the defendants' rights, title, and interest in the real estate.

14A-3-313.3.1 Presumption in favor of forfeiture.

There is a rebuttable presumption that the issuance of an order of forfeiture or assignment of all of the defendants' rights, title and interest in the real estate is appropriate for any property that is determined to be a nuisance under items 1, 2, 4, or 5 of Section 14A-3-313.1.

14A-3-313.3.2 Disposition of forfeited property.

Any property assigned or forfeited to the *City* under this section may only be disposed of as authorized by the city council.

14A-3-313.4 Fine.

For any *building* or *structure* that is a public nuisance subject to abatement proceedings under this section, the *owner* must be fined in accordance with Section 14A-3-302 for each day the nuisance has existed until the nuisance is abated.

14A-3-313.5 Lien.

The amount of any fine imposed under Section 14A-3-302 in a proceeding involving a *building* or *structure* that is a public nuisance, any cost to the *City* for *repairs*, *alterations*, improvements,

vacating and enclosing, or demolition, and the costs to the *City* of bringing an abatement proceeding are recoverable from the *owner*, are a lien on the property upon which the *building* or *structure* is or was located, and are enforceable against any *person* against whom the order of abatement issues, as provided by law.

14A-3-313.5.1 Waiver.

Any lien created under Section 14A-3-313.5 may, upon a showing of good cause, be waived by the Corporation Counsel.

14A-3-313.5.2 Priority.

Any lien for the cost of *repairs, alterations*, improvements, demolition, receivership, vacating or enclosing incurred by the *City* is a first lien upon the real estate and the rents and issues thereof, and is superior to all prior assignments of rents and all prior existing liens and encumbrances, except taxes, and may be enforced pursuant to applicable law.

14A-3-313.5.3 Licenses.

A business license may not be issued relating to the property subject to a lien under Section 14A-3-313.5 until the lien is satisfied or, upon a showing of good cause, the lien is waived by the Corporation Counsel.

14A-3-314 INCARCERATION.

14A-3-314.1 Scope.

In addition to any other penalty or remedy provided for in this chapter, punishment by a term of incarceration for not more than 6 months must be imposed when specifically sought by the Corporation Counsel and where authorized by Sections 14A-3-314.1.1 through 14A-3-314.1.7.

14A-3-314.1.1 Knowing violation of stop work order.

An individual who knowingly violates a stop work order issued under Section 14A-3-306, or knowingly causes, allows, encourages, assists, aids, abets, or directs another *person* to violate a stop work order issued under Section 14A-3-306 is subject to incarceration for a term of not less than 3 days.

14A-3-314.1.2 Knowing defacement or removal of stop work order notice.

An individual who knowingly destroys, defaces, removes, damages, impairs, mars, covers, or obstructs a stop work order notice posted by the *City* at a work site is subject to incarceration for a term of not less than 30 days.

14A-3-314.1.3 Death or injury caused by unauthorized excavation.

An individual who performs or authorizes excavation work in violation of the *Chicago Construction Codes* that results in the injury or death of a natural person is subject to incarceration for a term of not less than 3 months.

14A-3-314.1.4 Tampering with smoke detector or alarm.

An individual who tampers with, deactivates, or removes a smoke alarm or smoke detector, other than as part of routine maintenance, is subject to incarceration for a term not to exceed 6 months.

14A-3-314.1.5 Failure to secure vacant building.

The *owner* of a *vacant building* is subject to incarceration for a term not to exceed 6 months if the *building* is found by the *building official* to be *vacant and open* on three or more days within any 365-day period.

14A-3-314.1.6 Death or injury caused by vacant building.

The *owner* of a *vacant building* is subject to incarceration for a term of not less than 30 days where an individual suffers a severe injury or death as a result of any condition on the *premises* of the *vacant building* that is a violation of the *Chicago Construction Codes*. For purposes of this provision, “severe injury” means any physical injury that results in loss of soft tissue; a broken bone; hospital admittance; impairment of any bodily function; or disfiguring laceration.

14A-3-314.1.7 Forcible felony in unsecured vacant building.

The *owner* of a *vacant building* that is not secured as required by Chapter 12 of the *Chicago Minimum Standards for Existing Buildings* is subject to incarceration for a term of not less than 30 days where a forcible felony occurs in the *vacant building*. For purposes of this provision, “forcible felony” has the same meaning as in the Criminal Code of 2012, 720 ILCS 5/2-8.

14A-3-315 OTHER EMERGENCY MEASURES.

14A-3-315.1 General.

Notwithstanding other provisions of the *Chicago Construction Codes*, whenever, in the opinion of the *building official*, there is imminent danger to life or property due to an unsafe condition caused by a violation of the *Chicago Construction Codes*, the *building official* may order temporary work to be done, including the boarding up of openings, to abate the imminent danger, whether or not the procedures described in the *Chicago Construction Codes* have been followed, and may cause such other action to be taken as the *building official* deems necessary to meet such emergency.

**CHAPTER 14A-4
PERMITS**

14A-4-401 GENERAL.

14A-4-401.1 Permit required.

It is unlawful to construct, enlarge, alter, rehabilitate, *repair*, move, demolish, or change the occupancy classification of a *building* or *structure*, or to erect, install, enlarge, alter, *repair*, remove, convert, or replace any fire protection, electrical, gas, mechanical, or plumbing system, or *conveyance device*, the installation of which is regulated by the *Chicago Construction Codes*, or to cause any such work to be performed, unless a *permit* for such work has first been obtained from the *building official* in accordance with this chapter or the work is exempt from *permit* under Section 14A-4-402.

14A-4-401.1.1 Emergency repairs.

Where a *repair* that is not exempt from *permit* under Section 14A-4-402 must be performed on an emergency basis, to prevent imminent harm to people or property, a *permit* application covering the scope of the emergency *repair* must be submitted to the

building official on the next business day and the *repair* work may not be concealed without approval of the *building official*.

14A-4-401.1.2 Emergency scaffolding.

Where *scaffolding* for which a permit is required under Section 14A-4-404.16 must be erected on an emergency basis, a *permit* application for the *scaffolding* must be submitted to the *building official* within 3 business days of erection.

14A-4-401.2 Preliminary inspection.

Before issuing a *permit*, the *building official* may examine or cause to be examined *buildings*, *structures*, and *lots* for which an application has been filed.

14A-4-401.3 Review.

The *building official* is directed to examine or cause to be examined the *permit* application and ascertain by such examinations whether the construction indicated and described is in accordance with the requirements of the *Chicago Construction Codes* and the *Chicago Zoning Ordinance*. The *building official* is directed to present the *permit* application to the Department of Planning and Development, Department of Public Health, *fire code official*, Department of Finance, Department of Water Management, Department of Streets and Sanitation, Department of Transportation, Mayor's Office for People with Disabilities, and any other affected department for examination and approval with regard to such provisions of the *Municipal Code* as are within the exclusive duty of such office to enforce, and after the application has been examined and passed upon it must be returned to the *building official*. The *building official* may establish a system whereby applications for *permit* may be reviewed simultaneously by more than one *person* or department.

14A-4-401.3.1 Debt.

A *permit* may not be issued under this chapter if the applicant for such *permit* or the property owner identified in the *permit* application or any *person* owning, directly or indirectly, more than 25 percent of the interest in such applicant or property owner has any outstanding debt, as defined in Section 2-32-094(a) of the *Municipal Code*, unless and until each applicable *person* owing such debt satisfies or otherwise resolves the debt within the meaning of Section 2-32-094(a) of the *Municipal Code*. For purposes of this section, "more than 25 percent" means more than 25 percent of the combined voting power or fair market value of all stock, partnership interests or other ownership interests in the applicant or owner of the real property or the right to receive at any time the distribution of more than 25 percent of the income or profits of the applicant or owner of the real property.

Exceptions:

1. A *permit* application by any federal, state, or local government agency.
2. A *permit* application for emergency *repairs*.
3. A *permit* application to remediate an imminently unsafe condition, as determined by the *building official*, provided that outstanding debt to the *City* must be resolved before the inspection of such work.

14A-4-401.3.2 Underground work.

Where *construction documents* indicate work extending more than 12 feet (3658 mm) below the lowest adjoining *public way*, the *construction documents* must be submitted to

the Office of Underground Coordination, and its approval secured, before a *permit* may be issued by the *building official*.

14A-4-401.3.3 Encroachment on public property.

The *building official* may not issue a *permit* authorizing the construction or *rehabilitation* of any *building* or *structure* unless the *construction documents* clearly show that the *building* or *structure* with all its appurtenances, foundations, and parts, including, if applicable, any commercial refuse and recyclable material container space required under Section 7-28-220 of the *Municipal Code*, will be built entirely within the limits of the *lot* upon which it is proposed to construct such *building* or *structure* or within the scope of a recorded easement. A *permit* issued by the *building official* does not authorize the use of, or encroachment upon, any part of any *public way* or other public property or property of a *person* other than the *permit* applicant for the construction of, or maintenance of, such *building* or *structure* on property not belonging to the *permit* applicant.

Exceptions:

1. *City* digital signs.
2. Encroachments into the *public way* specifically authorized by Chapter 32 of the *Chicago Building Code*.
3. Encroachments into the *public way* authorized by the Commissioner of Transportation or a special ordinance of the city council.

14A-4-401.3.4 Affidavit.

A *permit* may not be issued unless the application is accompanied by an affidavit, signed by the property owner or the property owner's authorized agent and any other *person* deemed necessary by the *building official*, in which the undersigned (1) acknowledge the penalties that may attach if any work in violation of or beyond the scope of the *permit* is done on the property identified in the *permit* application; (2) certify, under penalty of law, that all construction work under the *permit* will conform to the requirements of the *Municipal Code*; (3) acknowledge that any false statement of fact made on the affidavit required by this subsection may subject the *person* making such a statement to a range of civil and criminal penalties, such as a period of incarceration, fines, and an award to the *City* of up to three times any damages incurred; and (4) make any other acknowledgments or certifications on the affidavit that the *building official*, in consultation with the Corporation Counsel, may require to implement the requirements of the *Municipal Code*.

14A-4-401.4 Permit issuance.

At the proper time, the *building official* is directed to notify the applicant in writing that his or her application has been fully examined, and if the application has been approved as submitted to the applicable departments and bureaus, the *building official* must, according to the *Chicago Construction Codes*, issue the *permit*.

14A-4-401.4.1 Construction documents.

When the *building official* issues a *permit*, the *construction documents* must be marked as "Reviewed for Code Compliance." The *building official* must retain a copy of the reviewed *construction documents* and return a copy to the applicant. The applicant must keep the applicant's copy at the site of work, while work is in progress, and make it

available for inspection by the *building official* and other *City* officials charged with administration of the *Chicago Construction Codes*.

14A-4-401.5 Display of permit.

The building *permit* certificate or a copy must be posted in a conspicuous place upon the exterior of the *premises* for which it is issued and must remain posted until the work is completed and inspected in accordance with Chapter 14A-5.

14A-4-401.5.1 Permit-related documents.

It is unlawful for any *person* to forge, alter, deface, or modify a *permit* certificate or any other document related to a *permit* issued by the *building official*, including *permitted construction documents*, with the intent or effect of altering the scope of work authorized by the *permit*. It is unlawful for any *person* to create a document intended to persuade another that a *permit* has been issued where no *permit* has been issued.

14A-4-402 WORK EXEMPT FROM PERMIT.

14A-4-402.1 General.

No *permit* is required for the following:

Interior Work:

1. Painting, papering, tiling, carpeting, cabinets, counter tops, and similar finish work, without plumbing or electrical connections.
2. Drywall or plaster *repair* or replacement up to 1,000 square feet (93 m²) without *alteration* of plumbing or electrical devices or systems.
3. *In-kind replacement* of ceiling tiles that are not part of a fire-rated assembly.
4. *In-kind replacement* of interior doors that are not required to have a *fire-resistance rating*.
5. *Temporary* motion picture, television, and theatrical stage sets and scenery.
6. Nonfixed and movable fixtures, cases, racks, counters, and partitions not over 7 feet (2134 mm) in height.
7. *Repairs* described in Section 14A-4-402.2.

Exterior Work:

1. Non-combustible sidewalks, patios, walkways, parking surfaces, and driveways that are not located in or on the *public way*, not more than 30 inches (762 mm) above adjacent grade, and not over any *basement* or *story* below.
2. Fences that are not more than 5 feet (1524 mm) above the ground on both sides and that conform to the Chicago Zoning Ordinance.
3. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, not supporting a surcharge, and not impounding liquids.

4. Prefabricated *swimming pools* accessory to a Group R-5 occupancy that are less than 24 inches (610 mm) deep, are not greater than 5,000 gallons (18 925 L), and are installed entirely above ground.
5. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
6. Playground equipment accessory to a building of Group R occupancy.
7. Landscape plants and vegetation.
8. *Repairs* described in Section 14A-4-402.2.

Permanent Structures:

1. One-story detached *structures*, not more than 15 feet (4572 mm) above the ground, without plumbing, and used as tool and storage sheds, open gazebos, playhouses, and similar uses, provided that the floor area is not greater than 150 square feet (14 m²).
2. Water tanks supported directly on grade if the capacity is not greater than 5,000 gallons (18 925 L) and the ratio of height to diameter or width is not greater than 2:1.

Temporary Structures:

1. *Temporary structures*, other than construction trailers, provided that the floor area is not greater than 400 square feet (37.2 m²) and no portion of the *structure* will be more than 15 feet (4572 mm) above adjacent grade.
2. *Temporary* stages and platforms not more than 24 inches (610 mm) in height.

Electrical:

1. Minor electrical *repair* work, including the replacement of lamps or the connection of portable electrical equipment to permanently installed receptacles.
2. Electrical equipment used for radio and television transmissions regulated by the Federal Communications Commission. (A *permit* is required for power supply wiring and the installations of towers, antennas, and similar supporting structures).
3. The installation of any *temporary* system required for the testing or servicing of electrical equipment or apparatus.
4. The installation or *alteration* of low voltage electrical fixtures, including telephones, computers, speakers, doorbells, and thermostats. (A *permit* is required for the installation of low voltage wiring.)
5. The installation or *alteration* of low-voltage and communication wiring in *buildings* of Group R occupancy with not more than 4 *stories above grade plane* and accessory *structures*, such as *private garages* and *carports*, located on the same *lot* as such *buildings*.

Mechanical:

1. Portable heating appliances.
2. Portable ventilation equipment.
3. Portable cooling equipment.
4. *Repair* or replacement of any part within any heating, cooling, or ventilation equipment regulated by the *Chicago Construction Codes* that does not alter its function.
5. Self-contained refrigeration system containing 10 pounds (4.54 kg) or less of refrigerant and actuated by motors of 1 horsepower (0.75 kW) or less.

Plumbing:

1. The stopping of leaks in drains or in water, soil, waste, or vent pipes within a *building* or within 5 feet (1524 mm) of the *building* foundation. (The removal and replacement of any drain pipe, water, soil, waste, or vent pipe, or concealed trap with new material requires a *permit* and inspections as provided in the *Chicago Construction Codes*. For requirements related to work affecting the building drain, see Chapter 11-16 of the *Municipal Code*.)
2. The clearing of stoppages or the repairing of leaks in pipes, valves, or fixtures and the removal and reinstallation of water closets, provided that such *repairs* do not involve or require the replacement or rearrangement of valves, pipes, or fixtures or work beyond 5 feet (1524 mm) from the *building* foundation. (For requirements related to work affecting the building drain, see Chapter 11-16 of the *Municipal Code*.)

Conveyance Devices:

1. *Repairs* to a *conveyance device* involving replacement of existing parts with other parts that are identical to those that are replaced, provided a written log of such *repairs* must be maintained by the *owner* and made available to the *building official* upon request.

Exception: A *permit* is required for any work that affects the exterior or designated interior elements of a *Chicago Landmark*.

14A-4-402.2 Repairs exempt from permit.

14A-4-402.2.1 All structures.

A *permit* is not required for *repairs* to *structures* provided that such *repairs* do not include any of the following:

1. The cutting away or removal of any portion of an *exterior wall*, interior wall, or partition, floor, or roof.
2. The removal or cutting of any structural beam, column, or load-bearing support.

3. The removal or change of any required *means of egress* or rearrangement of parts of a structure affecting the egress requirements.
4. Mechanical, electrical, plumbing, or fuel gas equipment or systems.

Exception: A *permit* is required for any work that affects the exterior or designated interior elements of a *Chicago Landmark*.

14A-4-402.2.2 Certain residential buildings and accessory structures.

A *permit* is not required for the following *repairs* to *buildings* of Group R occupancy with not more than 4 *stories above grade plane* and *accessory structures*, such as *private garages* and *carports*, located on the same *lot* as such *buildings*:

1. *In-kind replacement* of windows.
2. *In-kind replacement* of interior or exterior doors.
3. Reroofing on other than *low-sloped roofs*.
4. *In-kind replacement* of exterior wood, vinyl, aluminum, fiber-cement, stucco, or EIFS siding.
5. *In-kind replacement* of a hot water heater.
6. *In-kind replacement* of a boiler.
7. *In-kind replacement* of a furnace.
8. *In-kind replacement* of air-conditioning equipment.
9. *In-kind replacement* of up to 50 square feet (4.6 m²) of masonry.
10. *In-kind replacement* of an exterior porch or stairs with a landing not exceeding 50 square feet (4.6 m²) and not more than 6 feet (1829 mm) above adjoining grade.

Exception: A *permit* is required for any work that affects the exterior or designated interior elements of a *Chicago Landmark*.

14A-4-402.3 Code compliance.

Any work performed without a *permit*, as allowed by Section 14A-4-402, must comply with all applicable provisions of the *Chicago Construction Codes*. Section 14A-4-402 does not waive any other applicable provisions of the *Chicago Construction Codes* or of the *Municipal Code*.

14A-4-403 MONTHLY PERMITS.

14A-4-403.1 Electrical.

Instead of an individual *permit* for each *alteration* or *repair* to an existing permitted electrical installation, the *building official* is authorized to issue a monthly *permit* in advance for each calendar month of the year, to cover all electrical *alterations* and *repairs* during the calendar month in a specific *building* or *structure*. All work done pursuant to a monthly electrical *permit* must be done under the direct supervision of the supervising electrician listed on the *permit*. A monthly electrical *permit* does not authorize electrical work that is performed by *persons* not

under the direct supervision of the supervising electrician listed on the *permit*. The *building official* must collect a fee as provided in Section 14A-12-1204.1 for monthly electrical *permits*.

14A-4-403.1.1 Records.

A complete record of all installations, *alterations*, maintenance, and *repairs* made during each calendar month must be maintained by the supervising electrician and *owner* and made available, upon request, to the *building official*.

14A-4-404 ADDITIONAL REQUIREMENTS BASED ON SCOPE OF WORK.

14A-4-404.1 General.

It is unlawful to engage in any of the specialized scopes of work described in Sections 14A-4-404.2 through 14A-4-404.22 unless a *permit* for such work has first been obtained from the *building official* in accordance with the general requirements of Section 14A-4-401 and the specific requirements of those sections.

14A-4-404.2 Boilers and unfired pressure vessels.

A separate *permit* must be obtained before the installation, *alteration*, or *repair* of any boiler or unfired pressure vessel in accordance with Article III of Chapter 11-4 of the *Municipal Code*.

Exceptions:

1. Heating boilers installed in buildings of Group R-5 occupancy must be permitted as part of the heating system.
2. Emergency *repairs* may be made, provided a *permit* is applied for on the next business day after the *repairs* begin.

Where a boiler or unfired pressure vessel is to be installed, altered, or repaired as part of other construction, *alteration* or *repair* work, the size, number, and location of all boilers or unfired pressure vessels to be installed, altered, or repaired must be marked on the plans. A *permit* issued for other work, however, does not authorize the installation, *alteration*, or *repair* of a boiler or unfired pressure vessel.

14A-4-404.2.1 Plans required.

An application for *permit* to install or alter a boiler or unfired pressure vessel must be accompanied by plans and specifications for the boiler or unfired pressure vessel.

14A-4-404.2.2 Certificate of use.

It is unlawful for a *person* to use a newly-installed or altered boiler or unfired pressure vessel before the boiler or unfired pressure vessel has been inspected by the *building official* and the *building official* has certified that the boiler or unfired pressure vessel was installed or altered in accordance with the *permit* and may be safely used.

14A-4-404.2.3 New boilers and unfired pressure vessels.

Any *person* manufacturing or dealing in the sale or installation of boilers or unfired pressure vessels must, on the sale or delivery of any such device to any address within the *City*, notify the *building official* of the type of device, the name of the purchaser, and the street address to which the device is delivered.

14A-4-404.2.4 Used boilers and unfired pressure vessels.

Any *person* selling a secondhand or used boiler or unfired pressure vessel must before painting the same, have it inspected by the *building official* and before offering for sale any used boiler or unfired pressure vessel must possess a certificate issued by the *building official* to the effect that the boiler or unfired pressure vessel is in such condition that it can be safely used.

14A-4-404.2.5 Repairs.

All *repairs* must be made in accordance with the applicable chapter of the National Board Inspection Code issued by the National Board of Boiler and Pressure Vessel Inspectors, dated 1977 or later, except where such chapters conflict with these rules:

1. All *repairs* involving the safety of a high-pressure boiler must be in accordance with Section 1 of the ASME Code covering the particular kind of boiler or kind of work to be done.
2. *Repair* work on low-pressure boilers in general must be in accordance with Section 4 of the ASME Code.
3. All *repairs* involving the safety of an unfired pressure vessel must be in accordance with Section VIII, Divisions 1 and 2 of the ASME Code.

14A-4-404.3 Construction equipment.

A separate *permit* must be obtained before assembling or jumping any tower crane or derrick-type equipment in accordance with Section 4-288-122 of the *Municipal Code*.

14A-4-404.4 Conveyance devices.

A separate *permit* must be obtained before the construction, installation, *alteration*, or *repair* of a *conveyance device*. A *permit* issued for other work does not authorize the installation, *alteration*, or *repair* of a *conveyance device*.

Exceptions:

1. *Repairs* not required to obtain a permit under Section 14A-4-402.
2. *Mechanical amusement riding devices* are subject to Section 14A-4-404.11.

14A-4-404.4.1 Application.

The *permit* application must specify the number of devices and type of equipment to be installed, or the nature of the *alteration* or *repair* to be made. The application must identify the address of the building or structure where the device is to be installed and specify the location within the building or structure. The application must be accompanied by drawings and specifications sufficient to establish conformance of the proposed work to requirements of the *Chicago Conveyance Device Code*.

14A-4-404.4.2 Elevator mechanic contractor.

Each elevator mechanic contractor that will perform work under the *permit* must be identified on the *permit* application. Elevator mechanic contractors must be registered under Chapter 4-298 of the *Municipal Code*.

Exception: An elevator mechanic contractor is not required for work exclusively involving a *conveyance device* within or exclusively serving no more than three levels of a single, privately-owned *dwelling unit*.

14A-4-404.5 Demolition.

A *permit* must be obtained for the demolition of an entire *building* or *structure* or an *alteration* that will permanently reduce the *building area* of an *existing building* in accordance with 14A-4-407 before demolition work. A *permit* for demolition of an entire *building* or *structure* must be separate from any *permit* for subsequent construction on the site.

14A-4-404.6 Electrical work.

A *permit* must be obtained before the installation, *alteration*, or *repair* of electrical systems or electrical equipment. A *permit* application for electrical work may be submitted as part of a general building *permit* application that clearly identifies the scope of electrical work to be performed or as a separate *permit* application.

14A-4-404.6.1 Electrical contractor.

Each electrical contractor that will perform electrical work under the *permit* must be identified on the *permit* application. Electrical contractors must be registered under Chapter 4-290 of the *Municipal Code*. Where contracts to install electrical work have been obtained by *persons* who are not registered as electrical contractors and the contract is assigned or sublet to a registered electrical contractor on a subcontract basis, the name of such registered electrical contractor must immediately be disclosed by the registered electrical contractor to the other party to the contract in writing.

14A-4-404.7 Fences.

It is unlawful to erect a fence more than 5 feet (1524 mm) in height without first obtaining a *permit* from the *building official*.

14A-4-404.7.1 Chicago Landmarks.

It is unlawful to erect a solid fence or wall of any height that is visible from a public street on a property containing a *Chicago Landmark* without obtaining a *permit* from the *building official*.

14A-4-404.8 Fire escapes.

An existing fire escape or fire escape stairway may not be altered or removed without a *permit*. The *permit* application must clearly identify that the scope of work involves a fire escape. The *permit* application must be accompanied by documents establishing compliance with the requirements of Section 307 of the *Chicago Building Rehabilitation Code*.

14A-4-404.9 Fire protection systems.

A separate *permit* must be obtained before the construction, installation, or *alteration* of an automatic sprinkler system, automatic fire-extinguishing system, standpipe system, or fire alarm system.

14A-4-404.9.1 Automatic sprinkler systems and alternative automatic fire-extinguishing systems.

A *permit* must be obtained from the *fire code official* in accordance with Section 15-16-190 of the *Municipal Code* before the construction, installation, or *alteration* of an automatic sprinkler system or automatic fire-extinguishing system.

14A-4-404.9.2 Standpipe systems.

A *permit* must be obtained from the *fire code official* in accordance with Section 15-16-740 of the *Municipal Code* before the construction, installation, or *alteration* of a standpipe system.

14A-4-404.9.3 Fire alarm systems.

A separate *permit* must be obtained from the *building official* before the construction, installation, or *alteration* of a fire alarm system. The application for a fire alarm *permit* must be accompanied by complete plans and specifications of the proposed system.

14A-4-404.10 Industrial private event venues.

A *permit* may not be issued for the *alteration* of or *addition* to a *building* containing a licensed industrial private event venue if such work will increase the floor area of the building by more than 10% of the total amount of floor area existing in the building on February 10, 2016.

14A-4-404.11 Mechanical amusement riding devices.

A separate *permit* must be obtained before the construction, installation, *alteration*, or *repair* of a *mechanical amusement riding device*. A *permit* issued for other work does not authorize the installation, *alteration*, or *repair* of a *mechanical amusement riding device*.

14A-4-404.11.1 Application.

The *permit* application must specify the number of devices and type of equipment to be installed, or the nature of the *alteration* or *repair* to be made. The application must identify the address of the building or structure where the device is to be installed and specify the location within the building or structure. The application must be accompanied by drawings and specifications sufficient to establish conformance of the proposed work to requirements of the *Chicago Conveyance Device Code*.

14A-4-404.11.1.1 Mechanical amusement riding device ID number.

The *permit* application for a *mechanical amusement riding device* must include the registration number assigned to the type of device by the *building official*.

14A-4-404.11.1.2 New types of mechanical amusement riding devices.

For every new or previously-unregistered type of *mechanical amusement riding device*, a detailed drawing and description of the construction thereof, with a certificate signed by a *registered design professional* certifying to the strength and safety of such device, must be submitted to the *building official* for approval and assignment of a registration number.

14A-4-404.11.2 Insurance.

Every *permit* application for a *mechanical amusement riding device* must be accompanied by proof of commercial general liability insurance and property damage insurance, which must name the City of Chicago, its officers and employees as an additional insured on a primary, noncontributory basis for any liability arising directly or indirectly from the permittee's operations in an amount of not less than \$1 million per occurrence for bodily injury, personal injury, and property damage. Such proof of insurance must be filed with the *building official* and Comptroller. The applicant or permittee must maintain such insurance policy in full force and effect at all times during the *permit* period. Each policy must include a provision to the effect that the policy is not subject to cancellation, reduction in the amounts of its liabilities, or other material change until notice thereof has been received in writing by the *City's* Comptroller, not less than

30 days before such action. Failure to maintain insurance coverage as required by this section will result in revocation of the *permit*.

14A-4-404.11.3 Engineering report.

Where *mechanical amusement riding devices* are to be installed within a *building* above the lowest *story*, the *permit* application must be accompanied by a letter or other documents signed and sealed by a *registered design professional* verifying the structural capacity of the floor where the device is to be placed.

14A-4-404.11.4 Temporary installations.

Where *mechanical amusement riding devices* are to be installed on a *temporary* basis, the *permit* application must be accompanied by a letter from the organization sponsoring the carnival, a letter from the owners of the property where the rides are to be located, a description of toilet facilities, and, if applicable, a *permit* for use of the *public way*. Permits for *temporary* installations may not be issued for terms of more than 14 days. Where a *mechanical amusement riding device* will be installed on a temporary basis for more than 14 days, a separate *permit* must be obtained for each 14-day term.

14A-4-404.11.5 Coin-operated devices.

Coin-operated *mechanical amusement riding devices*, installed on a permanent basis may not be permitted for a term longer than one year. Where a coin-operated *mechanical amusement riding device* is to remain at the same location for longer than one year, a separate *permit* must be obtained for each 1-year term.

14A-4-404.12 Mechanical refrigeration or cooling system.

A *permit* must be obtained before the installation, *alteration*, or *repair* of a mechanical refrigeration or cooling system. A *permit* application for mechanical refrigeration or cooling work may be submitted as part of a general building *permit* application that clearly identifies the scope of mechanical refrigeration or cooling work to be performed or as a separate *permit* application.

14A-4-404.12.1 Plans and specifications.

A mechanical refrigeration or cooling system may not be installed, erected, or repaired, nor may any reconstruction of old apparatus or old systems for mechanical refrigeration or cooling purposes be undertaken, unless plans and specifications for such work have been approved by the *building official*. The plans and specifications must identify the kind and amount of refrigerant used.

14A-4-404.13 New construction.

A *permit* for construction that anticipates the demolition of *existing buildings* or *existing structures* on the site may not be issued before the *building official* has received a substantially complete *permit* application or has issued a *permit* for the demolition of the *buildings* or *structures*. The construction *permit* is conditional, subject to lawful demolition of the *existing buildings* and *existing structures* before occupancy.

14A-4-404.14 Plumbing.

A *permit* for plumbing work must be obtained in accordance with Section 18-29-106 of the *Municipal Code*. A *permit* application for plumbing work may be submitted as part of a general building *permit* application that clearly identifies the scope of plumbing work to be performed or as a separate *permit* application.

14A-4-404.15 Relocating buildings.

A *permit* must be obtained before relocating an *existing building* or *structure*, either on the same *lot* or from one *lot* to another. The *permit* application must be accompanied by plans demonstrating compliance with Chapter 14 of the *Chicago Building Rehabilitation Code*.

14A-4-404.15.1 Damaged buildings.

A permit may not be issued for the relocation of an *existing building* or *structure* that has been damaged by fire, decay, or otherwise to a new *lot* where *repairs* necessary to bring the damaged *structure* into compliance with the *Chicago Construction Codes* would exceed 50 percent of the *value* of the damaged *structure*.

14A-4-404.16 Scaffolding.

In addition to any *permit* or authorization required for work on or over the *public way*, a separate *permit* must be obtained from the *building official* for *scaffolding* that meets either of the following criteria:

1. Erected more than 40 feet (12.2 m) above adjoining grade on a site within the fire limits, as defined in Appendix D to the *Chicago Building Code*.
2. Erected more than 80 feet (24.4 m) above adjoining grade.

The *permit* for *scaffolding* must be separate from any *permit* required for construction, demolition, or *rehabilitation* work.

14A-4-404.16.1 Application.

Application for a *scaffolding permit* must be submitted on a form provided by the *building official* for this purpose. The application must clearly describe all *scaffolding* to be erected or used under the *permit*. The applicant must provide such information on the application as the *building official* may require, including the name of the *owner*, the address of the *building*, the periods of time during which the *scaffolding* work will take place, the nature of the *scaffolding* work to be done, the type and size of the *scaffolding* to be used, and a telephone number that will enable the *City* to contact the applicant at all times in case of emergency. The application must include a signed statement by the applicant attesting that the applicant is familiar with all laws, rules, and standards applicable to *scaffolding* proposed in the application to be erected and used.

14A-4-404.16.1.1 Amendment.

In the event that the *owner* intends to undertake *scaffolding* work not stated on the original application, the *owner* must obtain an amended *scaffolding permit* before commencing the erection or use of any such *scaffolding*.

14A-4-404.16.2 Duration.

A *scaffolding permit* is effective for one year from the date of issuance.

14A-4-404.16.3 Training.

Before commencing the erection, maintenance, or use of any *scaffolding* that requires a *permit*, the operator must obtain proof that the operator has successfully completed a training course in *scaffolding* safety acceptable to the *building official*. Each individual who participates in any way in the erection, maintenance, or use of such *scaffolding* must carry proof that he or she has successfully completed an acceptable safety training course when performing *scaffolding*-related work.

14A-4-404.16.4 Insurance.

Before commencing the erection, maintenance, or use of any *scaffolding* that requires a *permit*, the operator must obtain commercial general liability insurance against any liability, loss, or claim caused by, or arising from the erection, disassembly, or use of, the *scaffolding*. Such insurance must meet all of the following criteria:

1. Be issued by an insurer authorized to insure in Illinois.
2. Be in an amount no less than \$1 million per occurrence for bodily injury, personal injury, and property damage.
3. Name the *City*, its officers, employees, and agents as additional insured on a primary, noncontributory basis for any liability arising directly or indirectly from the operator's operations.
4. Be maintained in full force and effect at all times that the *scaffolding* is present or throughout the *permit* period.

14A-4-404.16.5 Records.

The operator must keep copies of all required proof of training and proof of insurance at the *scaffolding* site and at the offices of the operator, and must produce those documents for inspection upon the request of an authorized *City* official.

14A-4-404.17 Sewer work.

A separate *permit* for sewer work regulated by Chapter 11-16 of the *Municipal Code* must be obtained in accordance with that chapter before undertaking such sewer work, either on private property or in the *public way*.

14A-4-404.18 Signs.

A *permit* must be obtained for the erection or *alteration* of any sign or sign structure in accordance with Article XIII of Chapter 13-20 of the *Municipal Code*.

14A-4-404.19 Tanks for flammable liquids.

In any location where a driveway or driveways across a public sidewalk are required in connection with the installation of a tank for flammable liquids, a *permit* may not be issued until the applicant has first obtained from the Commissioner of Transportation a use of public way *permit* for the driveway or driveways as prescribed by Chapter 10-20 of the *Municipal Code*.

14A-4-404.20 Water service.

A separate *permit* for work involving a connection to the Chicago Waterworks System regulated by Chapter 11-12 of the *Municipal Code* must be obtained in accordance with that chapter before undertaking such work.

14A-4-404.21 Warm air heating furnaces.

A *permit* must be obtained before the installation, *alteration*, or replacement of a warm air heating furnace or connected ducts and registers. The application for such a *permit* must be accompanied by drawings or plans, and such specifications or statements as are necessary to indicate conformance of the installation with the requirements of the *Chicago Construction Codes*.

14A-4-404.22 Work on, above, or below the public way.

A separate *permit* for work on or above the *public way* must be obtained before beginning such work in accordance with Sections 14A-4-404.22.1 through 14A-4-404.22.3.

14A-4-404.22.1 Driveway permit.

A *permit* may not be issued for the construction or *rehabilitation* of any *building* or *structure*, the operation of which will require a driveway across a public sidewalk, until the applicant has first obtained from the Commissioner of Transportation a driveway permit as prescribed by Chapter 10-20 of the *Municipal Code* or the Commissioner of Transportation has notified the *building official* that the application for such a driveway permit is substantially complete and under review.

14A-4-404.22.2 Use of subsidewalk space for natural light or ventilation.

A *permit* may not be issued for the construction or *rehabilitation* of any *structure* where windows or other openings located in a wall abutting and below the level of the *public way* require the use of subsidewalk space for light or ventilation before the applicant has first obtained specific authority for such use as provided in Section 10-28-010 of the *Municipal Code*.

14A-4-404.22.3 Canopies.

It is unlawful for any *person* to erect or construct any *canopy* on or over the *public way* under any provision of the *Municipal Code* or any special ordinance without first submitting the plans of such *canopy*, and also of the part of the *building* or other *structure* to which it is to be attached, to the *building official* as part of an application for *permit*. The Department of Transportation may not issue a *permit* for use of the *public way* to install a *canopy* unless a *permit* for the *canopy* has been obtained from the *building official*.

14A-4-405 TEMPORARY STRUCTURES AND USES.

14A-4-405.1 General.

The *building official* is authorized to issue a *permit* for *temporary structures* and uses. The *building official* is authorized to grant extensions for demonstrated cause.

14A-4-405.2 Conformance.

Temporary structures and uses must comply with the requirements in Articles XIII and XVI of Chapter 13-96 or Section 3103 of the *Chicago Building Code*, as applicable.

14A-4-405.3 Permit application.

Construction documents must be submitted with each *permit* application for installation of a *temporary structure*. The *construction documents* must include a site plan indicating the location of the *temporary structure* relative to *lot lines* and information delineating the *means of egress* and the *occupant load* and location and type of heating and electrical equipment.

14A-4-405.3.1 Preparation of construction documents.

For *temporary structures* not exceeding 600 square feet (56 m²), *construction documents* submitted with a *permit* application may be prepared by any responsible *person*. All other *construction documents* must be prepared by a *registered design professional* and include an analysis of structural stability.

14A-4-405.3.2 Contractor.

For *temporary structures* exceeding 400 square feet (37 m²), the *permit* application must identify the *City*-licensed general contractor that will be responsible for erection and removal of the *structure*.

14A-4-405.4 Temporary electrical service.

The *building official* is authorized to give permission to temporarily supply and use power in part of an electric installation before such installation has been fully completed. *Temporary* supply and use of electrical power must comply with the requirements specified for *temporary* lighting, heat, or power in the *Chicago Electrical Code*.

14A-4-405.5 Termination of approval.

The *building official* is authorized to terminate a *permit* for a *temporary* structure or use and to order the *temporary structure* or use to be discontinued at any time.

14A-4-406 EXCAVATION WORK ON PRIVATE PROPERTY.

14A-4-406.1 Scope.

All excavation work on private property must comply with Chapter 10-21 of the *Municipal Code* and Chapter 33 of the *Chicago Building Code*. A *permit* is required before beginning excavation work that will be either:

1. More than 5 feet (1524 mm) vertically below existing grade and within 5 feet (1524 mm) horizontally of an *existing building* or *structure* on a different *lot* or the *public way*.
2. More than 10 feet (3048 mm) vertically below existing grade at any location.

The *permit* application must clearly identify excavation in the scope of work and be accompanied by documents establishing compliance with requirements of Section 14A-4-406.

Exceptions:

1. The *City* itself is exempt from obtaining a *permit* for excavation work, however contractors performing work on behalf of the *City* must obtain a *permit* for excavation work.
2. Excavation required for emergency *repairs* is not required to obtain a *permit* but must comply with the insurance requirement in Section 14A-4-406.6.

14A-4-406.1.1 Declaration of policy.

Notwithstanding any provision of state law to the contrary, the *owner* of property on which excavation work is to be performed, and the *person* actually performing the work, must protect the adjacent and subjacent support of the adjoining *public way* and *structures* located on the property of another and within five feet (1524 mm) of any portion of the excavating work, in accordance with this section.

14A-4-406.2 Notice.

At least 30 days before beginning excavation work that requires a *permit*, the *owner* of the property where the work is to be done must notify the *owners* of adjacent properties of the anticipated starting date and three-dimensional measurement of the excavation work. The notice must be in writing and must be delivered by certified mail, return receipt requested, or by

personal delivery to the *person* entitled to receive the notice, accompanied by a receipt for delivery. Where the notice is served by personal delivery, the *owner* of the property must submit to the *building official* a signed affidavit stating the date and time of the delivery and an explanation of how the notice was delivered. The receipt, affidavit, and a copy of the notice must be attached to the *permit* application and available for inspection at the excavation site.

14A-4-406.3 Bracing for adjacent structures.

Where excavation work that requires a *permit* will be within 5 feet (1524 mm) of any portion of a *structure* on the property of another, the *owner* of the property to be excavated or the *person* performing the excavation work must reinforce or brace the adjacent *structure* in order to prevent sagging, settling, cracking, or collapse of its foundation and walls. The *owner* of the property to be excavated is responsible for the entire cost of the reinforcement or bracing. The reinforcement or bracing must be done in a manner consistent with the provisions of the *Chicago Construction Codes*. Bracing, including earth retention systems, required by this section must be designed by a *registered design professional*.

14A-4-406.4 Bracing for public way.

Where excavation work that requires a *permit* will be within 5 feet (1524 mm) of the *public way*, the *owner* of the property to be excavated or the *person* performing the excavation work must reinforce or brace that portion of the *public way* in order to prevent sagging, settling, cracking, or collapse. Bracing, including earth retention systems, required by this section must be designed by a *registered design professional*. The *owner* of the property to be excavated is responsible for the entire cost of the reinforcement or bracing.

14A-4-406.5 Liability.

The *owner* of the property where excavation work takes place and the *person* performing the work are jointly and severally liable for any damage, death, or injury caused by sagging, settling, cracking, or collapse of the *public way* or of the foundation or walls of a *structure* located within 5 feet (1524 mm) of the excavation work, due to absent or insufficient reinforcement or bracing, or due to any other act or omission in the performance of the excavation work. For purposes of this section, "damage" includes incidental costs such as salvage, relocation and temporary housing of occupants of damaged properties, as well as costs incurred by the *City* in responding to any sagging, settling, cracking, or collapse.

14A-4-406.6 Insurance.

A *person* may not begin or conduct any excavation work within 5 feet (1524 mm) of the *public way*, or within 5 feet (1524 mm) of any portion of a *structure* located on the property of another or any other excavation work for which a *permit* is required without maintaining in effect a commercial general liability insurance policy against all claims for damage, death, and injury arising from the excavation. The policy must be in an amount no less than \$1 million per occurrence for bodily injury, personal injury, and property damage and the policy must provide for 30 days' advance notice to the *City* before cancellation or lapse of the policy. Proof of the required insurance must be submitted as part of the application for the *permit* for the excavation and must remain in full force and effect throughout the duration of the *permit* period.

14A-4-406.7 Rodent abatement.

Before beginning excavation work, the *owner* must hire a *pest control business* to prepare a written pest control plan, including but not limited to above-ground bait boxes around the perimeter of the site, and implement the plan. Pest control measures must remain in place until excavation is completed. The written plan and record of pest control measures performed must

be kept at the site and made available to the *building official* and other *City* officials while excavation or subsequent construction work is ongoing.

14A-4-407 DEMOLITION.

14A-4-407.1 Scope.

Any *owner* who intends to demolish an entire *building* or entire *structure*, to demolish a portion of an *existing building* so as to permanently reduce the *building area*, or to cause such work to be performed must first apply to the *building official* and obtain a demolition *permit* in accordance with Section 14A-4-407. Permitted demolition work must be performed in accordance with Section 3303 of the *Chicago Building Code* and is subject to the supervision of the *building official* and such reasonable restrictions, including site-specific restrictions, as the *building official* or *fire code official* may impose to protect health and safety.

Exceptions:

1. Demolition of a detached *private garage* or *carport*, subject to Section 14A-4-412.1.
2. Demolition of an entire *building* or entire *structure* that would not require a *permit* to construct pursuant to Section 14A-4-402.

14A-4-407.2 Application.

The *owner* must apply to the *building official* for a demolition *permit* in the manner specified by the *building official*. The *building official* will issue the *permit* after determining that required fee has been paid and the application and proposed work comply with the *Municipal Code*.

14A-4-407.2.1 Required information.

The written *permit* application must identify the property address and describe the *building* or *structure* to be demolished. The *permit application* must include the rodent control information required by Section 14A-4-407.3. The application for *permit* to demolish only a portion of an *existing building* and permanently reduce the *building area* must include *construction documents* in accordance with Section 14A-4-411.3 establishing that the remaining portions of the *building* will comply with the *Chicago Construction Codes*.

14A-4-407.2.2 Techniques and processes.

The *permit* application must describe the techniques and processes of demolition to be used, including whether explosives will be used, and the experience and expertise of the contractors and subcontractors who will perform the work. The *building official* will review the application and the nature of nearby *buildings*, *structures* and improvements. Where the *building official* determines that the contractors and subcontractors have sufficient experience and expertise in application of the requested techniques and processes to allow the work to be done safely and efficiently, the *permit* may issue.

14A-4-407.2.3 Party walls.

Before a *permit* is issued for the demolition of a *structure* that shares one or more walls with a *structure* that will not be demolished, the applicant must submit the certification of a *registered design professional* that the adjoining *structure* does not require structural modification or bracing, or if structural modification or bracing is necessary, the applicant must submit drawings prepared by a *registered design professional* depicting the extent of structural modification or bracing to protect the adjoining *structure*. The adjoining

structure must be modified or braced, as specified, before demolition work begins. The applicant must also submit proof that the applicant has obtained the written consent of the *owner* of the adjoining *structure* allowing the structural modification or bracing shown on such drawing before a *permit* may issue.

14A-4-407.3 Rodent control.

Before applying for a demolition *permit*, the *owner* must hire a *pest control business* to inspect the *building* or *structure* and *premises* for rodents and signs of rodent activity. The *pest control business* must report in writing whether rodents or signs of rodent activity were observed during the inspection. If the report indicates that rodents or rodent activity were observed at the site, the *permit* application must include proof that a *pest control business* has performed rodent abatement measures at the site no more than 14 days before the date on which the *permit* application is filed with the *building official*.

Exception: Emergency demolition work or demolition work directed by the *building official*.

14A-4-407.3.1 False statements

Any *person* who knowingly makes any false statement, submits any false information or misrepresents any information required under Section 14A-4-407 must be fined in accordance with Section 14A-3-302. Any *pest control business* which is found liable for violating this section two or more times within a 36-month period may not file any reports under this section for a period of 24 months. For purposes of this provision, every act or omission which constitutes a violation of this provision by an officer, director, manager, agent, or other employee of any *person* will be deemed to be the act of the *person* and such *person* will be liable for all penalties and sanctions provided by this provision in the same manner as if such act or omission had been done or omitted by the *person*.

14A-4-407.4 Wrecking bond.

Before any *permit* is issued granting authority to demolish a *building* or *structure* for which such *permit* is required, the *person* engaged in the work of wrecking the same must file with the *City* clerk a bond with sureties approved by the Comptroller to indemnify, keep and save harmless the *City* against any loss, cost, damage, expense, judgment, or liability of any kind whatsoever which the *City* may suffer, or which may accrue against, be charged to, or be recovered from the *City*, or any of its officials from or by reason or on account of accidents to persons or property during any such wrecking operations, and from or by reason or on account of anything done under or by virtue of any *permit* granted for any such wrecking operations.

Such bond in each case must extend to and cover all such wrecking operations carried on through *permits* obtained thereunder by such *person* during any year beginning January 1st and ending December 31st, and a *permit* may not be issued for any wrecking work, except as otherwise provided, during such year until such bond is filed. Said bond must be in the penal sum of \$20,000 for all wrecking operations on *buildings* and *structures* not more than three stories in height, and there must be an additional bond filed in the penal sum of \$20,000 or a bond in the penal sum of \$40,000 must be filed in the first instance in case of wrecking operations on *buildings* and *structures* four or more stories in height, and there must be an additional bond filed in the penal sum of \$500, conditioned upon the restoring and leveling of the premises upon which such wrecking operations have been completed.

Upon the filing of such bond or bonds, the *person* engaged in the work of wrecking such *buildings* and *structures* may obtain *permits* for such wrecking operations as are authorized under the said bond or bonds during the year in which the same is or are filed; provided, however, that in case of accident or casualty in the progress of any wrecking operations carried

on under any *permit* so issued, or the happening of any circumstance which might, in the opinion of the *building official*, render such bond or bonds inadequate, the *building official* may require such additional bond as the *building official* deems necessary to fully protect the *City* from loss resulting from the issuance of such *permits* before the work may proceed or before any additional *permits* are issued to such *person*.

In addition to the bonds provided aforesaid, any *person* engaged in the work of wrecking must file with every application for a *permit* to wreck or tear down any *building* or *structure* a commercial general liability insurance policy with limits of not less than of \$500,000 per occurrence for bodily injury, personal injury, and property damage arising in any way from the *permit* or activities conducted pursuant to the *permit*, approved by the Comptroller. The insurance policy required under this subsection must name the City of Chicago as additional insured on a primary, noncontributory basis for any liability arising directly or indirectly from the permittee's operations. The permittee must maintain the insurance required under this section in full force and effect throughout the duration of the *permit* period. The insurance must be issued by an insurer authorized to insure in Illinois. In addition to the requirements under this section, and apart from and separate from any insurance under this section, the *person* engaged in the work of wrecking must indemnify, defend and hold harmless any owner of property adjacent to the property on which the building or structure to be wrecked is located, against any loss, cost, damage, expense, or liability of any kind whatsoever which said owner of adjacent property may suffer, or which may accrue against, be charged to or be recovered from said adjacent property owner or anyone holding title by or under said owner of adjacent property, by reason of or arising out of any such wrecking operations. In the event an aggrieved party finds it necessary to seek recovery for damages against a demolition contractor by the filing of an appropriate action at law, such aggrieved party will, upon being awarded judgment in his favor, be entitled to recover his court costs and reasonable attorney's fees against the demolition contractor, as determined by the court.

14A-4-407.5 Waiver of fees and bonds.

The Administrator of Public Works of the United States or such other authority as may be created by acts of Congress with power to cooperate with the *City* in the making of public improvements, the Department of Transportation, the Department of Streets and Sanitation, and the Fire Department may engage in the work of wrecking of *buildings* and *structures*, and in such cases where any of these agencies apply for a *permit* to demolish *buildings* or *structures*, the *building official* must issue such *permit* without collecting the fee provided in Section 14A-4-407.2 or requiring the filing of the bond provided in Section 14A-4-407.4.

14A-4-407.6 Demolition delay.

If a *building* or *structure* is color coded orange or red in the Chicago Historic Resources Survey published in 1996, a demolition *permit* may not be issued for a period not to exceed 90 days in order to enable the Department of Planning and Development to explore options to preserve the *building* or *structure*, including, but not limited to, possible designation of the *building* or *structure* as a *Chicago Landmark* in accordance with Article XVII of Chapter 2-120 of the *Municipal Code*.

Exceptions:

1. *Chicago Landmarks*, subject to Section 14A-4-407.7.
2. *Buildings* and *structures* preliminarily recommended for designation as *Chicago Landmarks* pursuant to Section 2-120-630 of the *Municipal Code*, subject to Section 14A-4-407.7.

14A-4-407.6.1 Time period.

The 90-day period begins on the date that a copy of the complete demolition *permit* application, along with one or more photographs accurately depicting the current condition of the *building* or *structure* identified in that application, is submitted by the applicant to the Historic Preservation Division of the Department of Planning and Development.

14A-4-407.6.2 Extension.

The 90-day period may be extended for any additional period by mutual written agreement between the applicant and the Department of Planning and Development.

14A-4-407.6.3 Waiver.

The *building official* is authorized to waive the 90-day period if the *building official* determines that demolition of the *building* or *structure* is necessary to remedy a condition imminently dangerous to life, health, or property or if the *building official* is notified, in writing, that the *fire code official* or Board of Health has determined that demolition of the *building* or *structure* is necessary to remedy a condition imminently dangerous to life, health, or property.

14A-4-407.7 Chicago Landmarks.

Nothing in Section 14A-4-407 alters the authority of or the process by which the Commission on Chicago Landmarks and the city council must approve the issuance of demolition *permits* where such approval is required by the *Municipal Code*.

14A-4-408 [RESERVED].

14A-4-409 PRE-APPLICATION SERVICES.

14A-4-409.1 Accessibility.

The Commissioner of the Mayor's Office for People with Disabilities may establish and maintain a program, whereby applicants for a *permit* may submit preliminary plans to for review, corrections, and technical assistance regarding compliance with the *accessibility* provisions of the *Chicago Construction Codes*. The Commissioner of the Mayor's Office for People with Disabilities must collect a fee as provided in Table 14A-12-1204.1 for preliminary reviews. The fee for the first hour must be paid at the time the review is requested as a non-refundable deposit. If the *person* requesting a review fails to attend the appointment as scheduled, (i) the deposit paid by that *person* pursuant to this subsection will be forfeited to the *City*, unless the scheduled appointment is cancelled 24 hours in advance of the scheduled appointment, excluding Saturdays, Sundays and legal holidays; and (ii) if a deposit is forfeited, a new appointment may not be scheduled unless another deposit is paid. Any additional fee must be assessed and paid upon the conclusion of the review.

14A-4-409.2 City debt.

The *building official* and the Comptroller may establish and maintain a program for prospective *permit* applicants to request a certification that they are not subject to *permit* denial based on outstanding debt as provided in Section 14A-4-401.3.1, before filing the *permit* application. Each request must identify the property address where work is to be permitted and all *persons* listed in 14A-4-410.3(5). The filing fee for each request is provided in Table 14A-12-1204.1. A certificate issued under this section will be valid for 120 days from issuance.

14A-4-410 APPLICATIONS.

14A-4-410.1 Scope.

To obtain a *permit*, the applicant must first file a written application with the *building official*. Applications must comply with Sections 14A-4-410.2 through 14A-4-410.4.

14A-4-410.2 Form.

The *building official* may prescribe the form and format of applications for *permit*.

14A-4-410.3 Required information.

Each application for *permit* must:

1. Identify and describe the work to be authorized by the *permit*.
 - 1.1. Where *repair* is made necessary by reason of damage by fire, that fact must be stated in the application.
2. Describe the land on which the proposed work is to be done by legal description, street address, or similar description that will readily identify and definitely locate the proposed work.
3. Indicate the existing use and occupancy of the *premises* and the use and occupancy for which the proposed work is intended.
4. Be accompanied by *construction documents* and other information as required in Section 14A-4-411.
5. Provide the full name, residence address, business address, e-mail address, residence telephone number, and business telephone number for each of the following *persons*:
 - 5.1. The applicant, which may include a lessee of the real property.
 - 5.2. The owner of the real property for which the *permit* is sought, if such owner of the real property is different from the applicant.
 - 5.3. If such applicant or owner of the real property is a corporation, partnership, limited liability company or other legal entity, each *person* owning, directly or indirectly, more than 25 percent of the interest in such applicant or owner of the real property. For purposes of this section, "more than 25 percent" means more than 25 percent of the combined voting power or fair market value of all stock, partnership interests or other ownership interests in the applicant or owner of the real property or the right to receive at any time the distribution of more than 25 percent of the income or profits of the applicant or owner of the real property.
6. Give such other data and information as required by the *building official*.
7. Be signed by the applicant, or the applicant's authorized agent. If the application is signed by an individual other than the owner of the real property, that individual must attest that he or she is submitting the application with the knowledge and consent of the owner of the real property.

14A-4-410.4 Action on application.

The *building official* is directed to promptly examine or cause to be examined applications for *permit*. If the *building official* determines that an application or any required supporting documentation is incomplete or otherwise deficient, the *building official* must notify the applicant or the applicant's agent of such fact in writing. Such notification, which must be dated, must explain why the application or supporting documentation is deficient. For purposes of this section, notification may include an electronic communication or notation in the *City's* electronic *permit* application or plan review system that is available for viewing by the applicant or the applicant's agent. Further processing of the application may not occur until the deficiencies identified in the notification are corrected by the applicant.

14A-4-410.4.1 Time limitation of application.

If all deficiencies identified pursuant to Section 14A-4-410.4 are not corrected within 120 days of the notification, the application will be deemed, by operation of law, to be withdrawn by the applicant, and any *permit* fee deposit paid is forfeited to the *City*.

Exception: Upon receipt of a written request from the applicant before the date for correcting deficiencies, and for good cause shown, the *building official* may extend, to a date certain, not exceeding 90 days, the period to cure the deficiencies identified in the notification.

14A-4-411 SUPPORTING DOCUMENTS.

14A-4-411.1 General.

Each *permit* application must be accompanied by supporting documents consisting of a survey where required by Section 14A-4-411.2, *construction documents*, a statement of *special inspections* where required by Chapter 17 of the *Chicago Building Code*, a geotechnical report where required by Chapter 18 of the *Chicago Building Code*, and any other supporting information required by the *building official*.

Exceptions:

1. Supporting documents are not required for a *permit* application where drawings are not required by Section 14A-4-412.1.1.
2. The *building official* is authorized to waive the submission of *construction documents* and other data not required to be prepared by a *registered design professional* if it is found that the nature of the work applied for is such that review of *construction documents* is not necessary to obtain compliance with this code.

14A-4-411.2 Survey.

At the time of applying for a *permit* for the erection of, addition to, or moving of any *building* or *structure*, the applicant must submit to the *building official* a survey of the *lot*, showing the dimensions of the same and the position to be occupied by the proposed *building*, or by the *building* to be added to, or by the *buildings* to be moved, and the position of any other *building* that may be on the *lot*. The measurements must in all cases be taken at ground level. The survey must indicate every recorded easement on the *lot* on which a building is to be erected, added to, or moved, and on the immediately adjoining *lots*, indicating the use or benefit resulting from such easement. The *building official* may establish additional requirements for surveys.

14A-4-411.3 Construction documents.

Construction documents must be in accordance with Sections 14A-4-411.3.1 through 14A-4-411.3.34.

14A-4-411.3.1 Format and required information.

Construction documents must be signed and sealed by a *registered design professional* or Illinois-licensed professional engineer acting within the limitations of the applicable licensing law. *Construction documents* must be drawn to a legible scale and accurately dimensioned. *Construction documents* must be submitted in an electronic format where required by the *building official*. *Construction documents* must be of sufficient clarity to indicate the location, nature, and extent of the work proposed and show in detail that it will conform to the provisions of the *Chicago Construction Codes*, the *Chicago Zoning Ordinance*, and other relevant laws to the satisfaction of the *building official*. Every page of *construction documents* must indicate the property address.

Exception: *Construction documents* for installations which involve the design of or changes in the structural system or means of egress or which materially affect the structural loading must be signed and sealed by a *registered design professional*.

14A-4-411.3.1.1 Manufacturer's instructions.

Where the *Chicago Construction Codes* require that any material or equipment be installed in accordance with the manufacturer's instructions or requirements, those instructions or requirements must be specifically referenced in the *construction documents*. If the manufacturer's instructions are not included in the *construction documents*, a copy must otherwise be available at the work site.

14A-4-411.3.2 Site plan.

Construction documents must include a site plan showing, to scale, the size and location of new construction and existing *structures* on the *lot*, distances from *buildings* and *structures* to *property lines*, the established grade of the adjoining *public way*, proposed finished grades and, as applicable, information required by Chapter 16-6 of the *Municipal Code* relevant to flood control. The site plan must be consistent with the survey required by Section 14A-4-411.2. The *building official* may waive or modify the requirement for a site plan where the application for *permit* is for *alteration* or *repair* or where otherwise warranted.

14A-4-411.3.3 Occupancy classification and use designation.

Construction documents must indicate the existing and proposed occupancy classification and use designation of every *existing building* and every *building* proposed to be erected, added to, or moved onto the *lot*.

14A-4-411.3.4 Special occupancies and uses.

Construction documents must indicate where the existing or proposed *building* contains an occupancy or use for which specialized requirements are provided in the *Chicago Fire Prevention Code* or Chapter 4 of the *Chicago Building Code* using the terminology of those provisions.

14A-4-411.3.5 Height and area.

Construction documents must indicate the *building height* and *building area* of every *existing structure* and every *structure* proposed to be erected, added to, or moved onto the *lot*. Where height and area measurements determined in accordance with the *Chicago Zoning Ordinance* differ from the measurements determined in accordance with

Chapter 2 of the *Chicago Building Code*, the basis of measurement must be clearly indicated on the *construction documents*.

14A-4-411.3.6 Construction type.

Construction documents must indicate the construction type of the *building* as determined in accordance with Chapter 6 of the *Chicago Building Code*.

14A-4-411.3.7 Fire resistance.

Construction documents must indicate the *fire-resistance rating* and basis of the *fire-resistance rating* for all elements, components, and assemblies for which a *fire-resistance rating* is required by the *Chicago Construction Codes*.

14A-4-411.3.8 Reserved.

14A-4-411.3.9 Fire protection systems.

Construction documents must indicate the general type and location of *fire protection systems*.

14A-4-411.3.9.1 Shop drawings.

Shop drawings for *fire protection systems* must be submitted and reviewed and a separate *permit* must be obtained in accordance with Section 14A-4-404.9 before a *fire protection system* may be installed. Shop drawings must contain all information as required by the applicable referenced installation standard in Chapter 9 of the *Chicago Building Code*.

14A-4-411.3.10 Means of egress.

Construction documents must show in sufficient detail the location, construction, size and character of all portions of the *means of egress*, including the path of *exit discharge* to the public way. The *building official* may require that *construction documents* designate the number of occupants to be accommodated on every floor and in all rooms and spaces.

14A-4-411.3.11 Accessibility.

The seal of a *registered design professional* on *construction documents* is a certification that the *construction documents* are in compliance with the applicable *accessibility* requirements of the *Chicago Construction Codes*.

14A-4-411.3.12 Reserved.

14A-4-411.3.13 Energy conservation.

Construction documents must the following details, as applicable:

1. Insulation materials and their *R*-values.
2. Fenestration *U*-factors and solar heat gain coefficients (SHGCs).
3. Area-weighted *U*-factor and solar heat gain coefficient calculations.
4. Mechanical system design criteria.
5. Mechanical and service water heating systems and equipment types, sizes, and efficiencies.

6. Economizer description.
7. Equipment and system controls.
8. Fan motor horsepower (hp) and controls.
9. Duct sealing and duct and pipe insulation locations.
10. Lighting fixture schedule with wattage and control narrative.
11. Location of required daylight zones on floorplans.
12. Air sealing details.

14A-4-411.3.14 Exterior wall envelope.

Construction documents for all *buildings* must describe the *exterior wall envelope* in sufficient detail to determine compliance with the *Chicago Construction Codes*.

Construction documents must include details of the *exterior wall envelope* as required, including flashing, intersections with dissimilar materials, corners, end details, control joints, interactions at roof, eaves, or parapets, means of drainage, water-resistive membrane, and details around openings.

14A-4-411.3.15 Reserved.

14A-4-411.3.16 Structural information.

Construction documents must include the information specified in Section 1603 of the *Chicago Building Code*, where applicable.

14A-4-411.3.17 Reserved.

14A-4-411.3.18 Reserved.

14A-4-411.3.19 Concrete.

Construction documents must include the information specified in Section 1901.5 of the *Chicago Building Code*, where applicable.

14A-4-411.3.20 Reserved.

14A-4-411.3.21 Reserved.

14A-4-411.3.22 Reserved.

14A-4-411.3.23 Reserved.

14A-4-411.3.24 Reserved.

14A-4-411.3.25 Reserved.

14A-4-411.3.26 Reserved.

14A-4-411.3.27 Electrical information.

Construction documents must include information as required by Articles 215, 600, 700, 701 and 760 of the *Chicago Electrical Code*.

14A-4-411.3.28 Mechanical information.

Construction documents must include information required by Section 18-28-403.14 of the *Municipal Code* where applicable.

14A-4-411.3.29 Plumbing information.

Construction documents must show all sewerage and drain pipes and the location and type of all plumbing fixtures within the *building*.

14A-4-411.3.30 Conveyance devices.

Construction documents must indicate the general type and location of *conveyance devices*.

14A-4-411.3.30.1 Shop drawings.

A separate *permit* must be obtained in accordance with Section 14A-4-404.4 before a *conveyance device* may be installed.

14A-4-411.3.31 Temporary structures.

Construction documents for *temporary structures* must include the information specified in Section 3103 of the *Chicago Building Code*.

14A-4-411.3.32 Reserved.

14A-4-411.3.33 Reserved.

14A-4-411.3.34 Rehabilitation work.

Where a *permit* application for *rehabilitation* work is limited to *repairs*, Level 1 *alterations*, and *changes of occupancy classification*, the *building official* may waive any requirement in Section 14A-4-411.3 not applicable to the scope of work or not necessary to determine if the proposed work is in compliance with the *Chicago Construction Codes*.

14A-4-411.4 Code compliance.

It is unlawful for any *registered design professional* or Illinois-licensed professional engineer to knowingly or negligently submit to the *building official*, for the *building official's* approval, any signed and sealed *construction documents* that propose work that does not comply with the *Chicago Construction Codes*.

14A-4-411.4.1 Certification required.

Construction documents submitted to the *building official* in connection with a *permit* application must be accompanied by a certificate of the *registered design professional(s)* or Illinois-licensed professional engineer who signed and sealed the *construction documents* stating that the *construction documents* comply with the *Chicago Construction Codes*.

14A-4-411.5 Phased approval.

The *building official* may issue a *permit* for the construction of foundations or any other part of a *building* or *structure* before the *construction documents* for the whole *building* or *structure* have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of the *Chicago Construction Codes*. The holder of a *permit* issued based on phased approval proceeds with work at the holder's own risk and without assurance that a *permit* for the entire *structure* will be granted.

14A-4-411.6 Design professional in responsible charge.

The *building official* may require the *owner* or *permit* applicant to engage and designate on the building *permit* application a *registered design professional* who will act as the *registered design professional in responsible charge*. If circumstances require, the *owner* or *permit* applicant must designate a substitute *registered design professional in responsible charge* who will perform the duties required of the original *registered design professional in responsible charge*. The *building official* must be notified in writing by the *owner* or the *permit* applicant if the *registered design professional in responsible charge* is changed or is unable to continue to perform the duties. The *registered design professional in responsible charge* is responsible for reviewing and coordinating submittal documents prepared by others, including phased and deferred submittal items, for compatibility with the *permitted construction documents*.

14A-4-411.7 Deferred submittals.

Deferral of any submittal items may only be done with the prior approval of the *building official*. The *registered design professional* must list *approved* deferred submittals on the *construction documents* for review by the *building official*.

Documents for deferred submittal items must be submitted to the *registered design professional in responsible charge* who must review them and forward them to the *building official* with a signed and sealed certificate stating that the deferred submittal documents have been reviewed and found to be in general conformance to the *permitted construction documents*. The deferred submittal items may not be installed until the deferred submittal documents have received a separate *permit* from the *building official*.

Exception: Prior approval of the *building official* is not required for deferred submittals for items required to receive a separate *permit* by the *Chicago Construction Codes*, including *fire protection systems*, *conveyance devices*, *regulated equipment*, and heating boilers.

14A-4-411.8 Amended construction documents.

Work must be installed in accordance with the *permitted construction documents*, and any changes made during construction that are not in compliance with the *permitted construction documents* must be resubmitted for approval as an amended *permit* application. It is unlawful to erase, alter, or modify any lines, figures, or coloring contained upon *permitted construction documents*.

14A-4-411.9 Retention of construction documents.

A copy of the *permitted construction documents* must be retained by the *building official* for a period of not less than 6 months from date of completion of the permitted work.

14A-4-412 FEES.

14A-4-412.1 Stand-alone permits.

The fee for any *permit* covering only scopes of work described in Table 14A-12-1204.2 must be paid as provided in Sections 14A-4-412.1.1 through 14A-4-412.1.2. If the total scope of work described in the *permit* application includes more than one scope of work listed in Table 14A-12-1204.2, the total fee will include each applicable fee.

14A-4-412.1.1 Drawings not required.

If Table 14A-12-1204.2 indicates or the *building official* determines that drawings are not required for the scope of work covered by a *permit* application, the *permit* fee indicated in Table 14A-12-1204.2 must be paid to the *City* at the time of *permit* issuance.

14A-4-412.1.2 Drawings required.

If Table 14A-12-1204.2 indicates that drawings are required for any scope of work covered by a *permit* application, a non-refundable deposit as provided in Section 14A-12-1204.1 must be paid to the *City* at the time of submission of the *permit* application. The balance of the *permit* fee indicated in Table 14A-12-1204.2, if any, must be *paid* to the *City* at the time of *permit* issuance.

14A-4-412.2 All other permits.

The fee for any *permit* including a scope of work not listed in in Table 14A-12-1204.2 must be calculated and paid as provided in Sections 14A-4-412.2.1 through 14A-4-412.6.

14A-4-412.2.1 Deposit.

A non-refundable deposit as provided in Section 14A-12-1204.1 must be paid to the *City* at the time of submission of the *permit* application.

14A-4-412.2.2 Permit fee.

The balance of the *permit* fee required by this section must be paid to the *City* when such *permits* are otherwise ready to issue. A *permit* is not valid until all fees required by this section have been paid to the *City*.

14A-4-412.2.2.1 Calculation.

The *permit* fee must be calculated as follows:

$$CF \times RF \times A$$

where:

CF = The construction factor determined using Table 14A-12-1204.3(1) or Table 14A-12-1204.3(2), as applicable

RF = The scope of review factor determined using Table 14A-12-1204.3(3), 14A-12-1204.3(4), or 14A-12-1204.3(6), as applicable.

A = The total *building area* plus the *gross floor area* of a *basement* otherwise excluded from *building area* within the scope of work to be permitted, in square feet

14A-4-412.2.2.2 Calculation of additional fee for exterior wall rehabilitation work.

An additional *permit* fee for *exterior wall rehabilitation* work, where applicable, must be calculated as follows:

$$CF \times RF \times A$$

where:

CF = The construction factor determined using Table 14A-12-1204.3(2)

RF = The scope of review factor determined using Table 14A-12-1204.3(5)

A = The surface area of a rectangular boundary enclosing all the work on each wall plane, or, if the surface area of the rectangular boundary

exceeds 75 percent of the surface area of the wall plane, the surface area of the entire wall plane, in square feet

14A-4-412.3 Additional fees.

The cost-related fees identified in this section are not included in the fees required under this chapter. If a cost incurred by any *City* department in connection with the issuance of a *permit* under this chapter has not been calculated into the *permit* fee required under this chapter, a fee in addition to the *permit* fee required under this chapter may be assessed, if applicable. Such additional fees include, but are not limited to, the following:

1. Zoning fees required by Title 17 of the *Municipal Code*.
2. Landmarking fees required by Article XVII of Chapter 2-120 of the *Municipal Code*.
3. Open space impact fees required by Chapter 16-18 of the *Municipal Code*.
4. Planned development fees required by Title 17 of the *Municipal Code*.
5. Fees under Section 2-102-080 of the *Municipal Code* for an official house number certificate.
6. Fees for project-specific approvals and appeals required by Chapter 14A-10.
7. Fees for work of any type on or under the *public way*, including, but not limited to, driveway *permit* fees, water and sewer connection fees, and scaffolding, barricading, and street-closure fees.
8. Plan review fees unrelated to the issuance of a *permit* under this chapter.
9. Inspection fees unrelated to the issuance of a *permit* under this chapter, such as annual, semi-annual, or periodic inspection fees.
10. Reinspection fees unrelated to the issuance of a *permit* under this chapter.
11. Reinspection fees related to the issuance of a *permit* under this chapter, if the reinspection fee is assessed pursuant to Section 14A-5-501.4 or 14A-6-601.1.5.
12. Fees for optional *permit* services.

A *City* department may not assess any fee in addition to the *permit* fees required under this chapter if the fee being assessed by such *City* department has already been calculated into the *permit* fee structure provided in this chapter.

14A-4-412.3.1 Regulated equipment.

If a *permit* is sought to install *regulated equipment*, the applicable stand-alone fee provided in Section 14A-4-412.1 must be assessed for each piece of equipment so installed, unless all of the following requirements are met:

1. A *permit* fee is charged in accordance with Section 14A-4-412.2.
2. The *regulated equipment* is clearly indicated on the *construction documents* submitted with the *permit* application.

3. Any application or form required by the Department of Health to install such *regulated equipment* is submitted with the *permit* application;
4. The Department of Health reviews and approves any required drawings or plans for the installation of the *regulated equipment* to be installed.

Where all of the requirements of this section are met, the permit fee assessed under Section 14A-4-412.1 or 14A-4-412.2 includes the fee that would otherwise apply to install such *regulated equipment*. If any requirement of this section is not met, a separate *permit* application must be submitted for installation of the *regulated equipment*.

14A-4-412.4 Permit issued after stop work order or unpermitted work.

Whenever a *person* receives a new or revised *permit* after a stop work order has been issued for a site pursuant to Section 14A-3-306 or after work has been completed at a site either without a required *permit* or not in conformity with the terms of the *permit*, the subsequent *permit* must cover all previously-unauthorized work at the site. The *building official* must add a penalty to the regular *permit* fee provided in Section 14A-4-412.1 or 14A-4-412.2 for the subsequent *permit* as specified in Section 14A-12-1204.4.

14A-4-412.5 Waivers.

Except as expressly allowed in Section 14A-4-412.5.1, the *building official* may not waive or reduce for any *person* any fee required under this chapter or any other *permit-related fee*.

14A-4-412.5.1 Low-income seniors.

If the applicant for a *permit* is a natural person 65 years of age or older, the *building official* must waive all *permit-related fees* and zoning fees if all of the following requirements are shown to be met by the applicant:

1. The *permit* being sought is for *alterations* or *repairs* to a single *dwelling unit* or to a residential *building* containing not more than three *dwelling units*.
2. The *permit* applicant owns and has owned for a period of not less than ten years the *building* or *dwelling unit* identified in the *permit* application
3. The *permit* applicant occupies and has occupied for a period of not less than ten years one of the *dwelling units* located in the *building* identified in the *permit* application.
4. The *permit* applicant's household income does not exceed 80 percent of the Chicago area median family income as calculated by the U.S. Department of Housing and Urban Development.

14A-4-412.6 Work by the City.

The fees imposed by this title do not apply to *permits* issued to the *City*, to any *City* department or agency established under Title 2 of the *Municipal Code*, or to a contractor performing work for the *City* or one of its departments or agencies on a *structure* intended for public or governmental use.

14A-4-412.6.1 City digital signs.

The fees imposed by this chapter do not apply to a contractor applying for a *permit* for a *City* digital sign identified in a coordinated *City* digital sign program agreement entered

into pursuant to Section 10-28-046 of the *Municipal Code* or identified in an amendment to such a program agreement approved by the city council.

14A-4-413 LIMITATIONS.

14A-4-413.1 Scope of permit.

The issuance or granting of a *permit* does not authorize or allow work that would violate any provision of the *Chicago Construction Codes* or of the *Municipal Code*. A *permit* which attempts to give authority to violate or cancel the provisions of the *Chicago Construction Codes* or of the *Municipal Code* is void. The issuance of a *permit* based on *construction documents* and other data does not prevent the *building official* from requiring the correction of errors in the *construction documents* and other data. The *building official* is authorized to prevent occupancy or use of a *structure* where in violation of the *Chicago Construction Codes* or of the *Municipal Code*.

14A-4-413.2 Payment of fees.

A *permit* is not valid until all *permit-related fees* and fees required under the *Chicago Zoning Ordinance* have been paid to the *City*.

14A-4-413.3 Approval of working drawings.

All working drawings which are used in the construction of *buildings* or *structures* must be either made or checked by the *registered design professional* or Illinois-licensed professional engineer responsible for the *building* design. The *registered design professional* or Illinois-licensed professional engineer must mark each working drawing to certify that such drawings conform to the *permitted construction documents*. This certification must cover the size of wood or concrete members, the size and weight of structural steel members, and the size, length, and bending of concrete reinforcement, together with the adequacy of all connections.

14A-4-413.4 Issuance based on deceptive or materially false information.

A *permit* issued based on deceptive or materially false information provided to the *building official* by the applicant or the applicant's agent is void, and any fee paid in connection with the *permit* is forfeited to the *City*.

14A-4-413.4.1 Alteration of forms.

It is unlawful and inherently deceptive to alter or add to any written or printed form prepared by the *building official* so as to change the original meaning without the written permission of the *building official*.

14A-4-413.5 Duty to correct false or inaccurate information.

A *permit* holder or *trade license holder* who becomes aware that false or inaccurate information was provided to the *building official* as part of a *permit* application must, within 7 days, notify the *building official* in writing by specifying the *permit* application number and describing the false or inaccurate information.

14A-4-413.6 Use of permit issued to another.

It is unlawful for any *person* to perform any work for which this code requires a *permit* by or under the authority of a *permit* issued to and for the use of some other *person*. It is unlawful for a *trade license holder* to perform work under a *permit* if the *trade license holder's* name and license or registration number was not provided to the *building official* as part of the *permit* application or a supplemental *permit* application.

14A-4-413.7 Permit for person not entitled to one.

It is unlawful for any *trade license holder* to procure or furnish a *permit* for the use of a *person* not entitled to such *permit* under the licensing provisions of the *Municipal Code*. A *permit* procured for such use is void and any fee paid in connection with the *permit* is forfeited to the *City*.

14A-4-413.8 Revocation.

The failure of a *permit* applicant to comply with any provision of the *Chicago Construction Codes* is grounds for revocation of a *permit* issued under this chapter. The *building official* must adopt and follow procedural rules for the revocation of *permits*, consistent with due process of law.

14A-4-413.8.1 Work in violation of the Chicago Construction Codes.

If work in, upon, or about any *building* or *structure* is performed in violation of the *Chicago Construction Codes*, the *building official* must revoke the *permit* for the building or wrecking operations in connection with which such violation has taken place. It is unlawful, after the revocation of a *permit*, to proceed with such building or wrecking operations unless the *permit* has been reinstated or re-issued by the *building official*. Before a *permit* so revoked may be lawfully re-issued or reinstated, the entire building and building site must first be put into a condition corresponding with the requirements of the *Chicago Construction Codes*, and any work or material applied in violation of any of the provisions must be first removed from such building, and all material not in compliance with the *Chicago Construction Codes* must be removed from the *premises*.

14A-4-413.8.2 Permit issued in error.

Any *City* official who believes that a *permit* has been issued in error must notify the *building official*, who will review the application for *permit* and relevant portions of the *Municipal Code* to determine whether the *permit* was issued in error. If the *building official* determines that a *permit* was issued in error, the *building official* must notify the *permit* holder of the error, revoke the *permit*, and require the *permit* holder to revise the related application and *construction documents* to conform to the applicable provisions of the *Municipal Code*.

14A-4-413.9 Suspension.

If the work authorized by a *permit* is not started within 180 days after issuance of the *permit*, the *permit* is suspended, and work may not proceed unless the *permit* is reinstated. If the work authorized by a *permit* ceases for a cumulative period of 365 days after the *start of construction*, the *permit* is suspended, and work may not proceed unless the *permit* is reinstated. The *building official* must collect a fee as provided in Table 14A-12-1204.1 before reinstating a suspended *permit*.

14A-4-413.9.1 Extensions.

The *building official* may grant up to 2 extensions of time, for periods of 180 days each. The *building official* must collect a fee as provided in Table 14A-12-1204.1 before granting an extension of time.

14A-4-413.10 Expiration.

If the work authorized by a *permit* is not started within 540 days after issuance of the *permit*, the *permit* is void and may not be reinstated. If the work authorized by a *permit* ceases for a consecutive period of 730 days, the *permit* is void and may not be reinstated.

CHAPTER 14A-5 INSPECTION AND OBSERVATION OF PERMITTED WORK

14A-5-501 GENERAL.

14A-5-501.1 Scope.

All work for which a *permit* is required by the *Chicago Construction Codes* is subject to inspection by the *building official* in accordance with this chapter.

14A-5-501.1.1 Special inspections.

Certain types of construction work must have *special inspections* completed by *special inspectors* in accordance with Chapter 17 of the *Chicago Building Code*.

14A-5-501.2 Visibility for inspection.

It is the duty of the *owner* to cause work that requires a *permit* to remain visible and able to be accessed for inspection purposes until inspected. Neither the *building official* nor the *City* will be liable for any expense entailed in the removal or replacement of any material required to allow inspection of work done pursuant to or without a required *permit*.

14A-5-501.3 Authority of inspectors.

Inspectors do not have authority to approve conditions that violate the *Chicago Construction Codes* or other *City* ordinances. Inspection results or comments purporting to approve a violation of or cancel a provision of the *Chicago Construction Codes* or other *City* ordinances are invalid.

14A-5-501.4 Reinspection fee.

Where the *building official* is required to conduct more than one inspection of the same *premises* for the same purpose under the same *permit* because the previous inspection resulted in a finding of non-compliance with a provision of the *Chicago Construction Codes* or because the previous inspection could not be completed because the inspector was not provided full access to the *premises*, the *building official* is directed to charge a reinspection fee as set forth in Section 14A-12-1205.1.

Exception: The *building official* may not charge a reinspection fee where the subsequent inspection is due to an error made by the *City*.

14A-5-501.5 Extra inspections.

Where an inspection of permitted work is specially requested by the *owner* or required due to inaccurate or incorrect information on the *permit* application, faulty construction or installation, or the failure to make necessary *repairs*, the *building official* is directed to charge an extra inspection fee as set forth in Section 14A-12-1205.1.

14A-5-502 REGULAR INSPECTIONS.

14A-5-502.1 Inspection requests.

It is the duty of the holder of the building *permit* or their duly authorized agent to notify the *building official* when work is ready for inspections as described in this section. It is the duty of the *permit* holder to provide access to and means for inspections of such work that are required by this section.

14A-5-502.2 Boiler and pressure vessel inspections.

The holder of a boiler or pressure vessel *permit* must notify the *building official* when the device installed under the *permit* is ready for inspection. It is unlawful for any *person* to use any boiler or tank or tanks subject to pressure, other than the pressure in the city water mains, before the *building official* has issued a certificate stating that the boiler or tank may be safely used. This certificate must be framed and hung in a conspicuous place in the same room as the equipment.

14A-5-502.3 Construction inspections.

The *permit* holder must notify the *building official* when work done pursuant to a *permit* is ready for the types of inspections listed in Sections 14A-5-502.3.1 through 14A-5-502.3.5. Upon notification, the *building official* is directed to cause the inspections to be made or otherwise verify ongoing compliance with the *Chicago Construction Codes* and allow the work to proceed.

14A-5-502.3.1 Footing and foundation inspection.

Footing and foundation inspections must be requested after excavations for footings are complete and any required reinforcing steel is in place. *For* concrete foundations, any required forms must be in place and materials for the foundation must be on the site before inspection.

Exception: Where concrete is ready-mixed in accordance with Chapter 19 of the *Chicago Building Code*, the concrete need not be on site before inspection.

14A-5-502.3.2 Concrete slab and under-floor inspection.

Concrete slab and under-floor inspections must be requested after in-slab or under-floor reinforcing steel and building service equipment, conduit, piping accessories, and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.

14A-5-502.3.3 Framing inspections.

Framing inspections must be requested after the roof deck or sheathing, framing, fire-blocking, and bracing are in place and pipes, chimneys, and vents to be concealed are complete and the rough electrical, plumbing, heating systems' wires, pipes, and ducts have been inspected.

14A-5-502.3.4 Final inspection.

The final inspection must be requested after all work required by the building *permit* is substantially completed.

14A-5-502.3.5 Other inspections.

In addition to the inspections specified in Sections 14A-5-502.3.1 through 14A-5-502.3.4, the *building official* is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of the *Chicago Construction Codes* and other laws that are enforced by the *building official*.

14A-5-502.4 Conveyance device inspections.

The *permit* holder must notify the *building official* when *conveyance devices* are ready for inspection. *Conveyance devices* must be inspected in accordance with Section 103 of the *Chicago Conveyance Device Code*.

14A-5-502.4.1 Mechanical amusement riding devices.

Mechanical amusement riding devices must be inspected by the *building official* before they may be opened to the public. Where devices are taken down, removed, reassembled or re-erected in another location, they must be inspected again before they may be re-opened to the public.

14A-5-502.5 Electrical inspections.

The *permit* holder must notify the *building official* when electrical work done pursuant to a *permit* is ready for the following types of inspections:

1. Rough inspection, after the roof, framing, fireblocking, firestopping, draftstopping, and bracing is in place and all electrical wiring is roughed-in, and before the installation of wall or ceiling membranes.
2. Final inspection, after all electrical fixtures are in place and properly connected and the work area is ready for occupancy.

14A-5-502.6 Plumbing inspections.

The *permit* holder must notify the *building official* when plumbing work done pursuant to a *permit* is ready for the following types of inspections:

3. Underground inspection, after trenches or ditches are excavated and bedded, piping installed, and before any backfill is put in place.
4. Rough inspection, after the roof, framing, fireblocking, firestopping, draftstopping, and bracing is in place and all sanitary, storm, and water distribution piping is roughed-in, and before the installation of wall or ceiling membranes.
5. Final inspection, after all plumbing fixtures are in place and properly connected and the work area is ready for occupancy.

14A-5-502.7 Refrigeration inspections.

The *permit* holder must notify the *building official* when mechanical refrigeration work done pursuant to a *permit* is ready for the following types of inspections:

1. Where portions of the mechanical refrigeration system will be concealed by construction: rough inspection, after the roof, framing, fireblocking, firestopping, draftstopping, and bracing is in place and all distribution piping is roughed-in, and before the installation of wall or ceiling membranes.
2. Final inspection, upon completion of the mechanical refrigeration system.

14A-5-502.8 Ventilation inspections.

The *permit* holder must notify the *building official* when mechanical ventilation work done pursuant to a *permit* is ready for the following types of inspections:

3. Rough inspection, after the roof, framing, fireblocking, firestopping, draftstopping, and bracing is in place and all ducting and other components to be concealed are complete, and before the installation of wall or ceiling membranes.
4. Final inspection, upon completion of the ventilation system.

CHAPTER 14A-6 INSPECTION OF EXISTING STRUCTURES AND SYSTEMS

14A-6-601 GENERAL.

14A-6-601.1 Scope.

Except as provided in Section 4-8-042 of the *Municipal Code*, the *building official* or *fire code official* must periodically inspect the *existing buildings*, *existing structures*, equipment, sites, and portions thereof described in this chapter.

14A-6-601.1.1 Inspection fees.

The *owner* of a *structure*, piece of equipment, or *premises* subject to periodic inspection under this chapter is liable to the *City* for the applicable inspection fee as set forth in Section 14A-12-1206. The inspection fee may be billed to the *owner* before or after the actual inspection conducted by the *building official* or *fire code official* and must be paid to the Department of Finance within 30 days of the date on the bill. Inspection fees, once billed, are a debt due and owing to the *City*.

14A-6-601.1.2 Reinspection fee.

Where the *building official* conducts more than one inspection of the same *premises* for the same purpose within 365 days, because the previous inspection resulted in a finding of non-compliance with a provision of the *Chicago Construction Codes* or because the previous inspection could not be completed because the inspector was not provided full access to the *premises*, the *building official* is directed to charge a reinspection fee as set forth in Section 14A-12-1206.

Exception: The *building official* may not charge a reinspection fee where the subsequent inspection is due to an error made by the *City*.

14A-6-601.1.3 Late payment penalty.

A penalty as set forth in Section 14A-12-1206 will be assessed for unpaid inspection fees and reinspection fees.

14A-6-601.1.4 Document review fee.

Where an inspection by the *building official* is required by the *Municipal Code* and the *building official* determines that documents submitted by the *owner* will be sufficient to evaluate compliance with applicable requirements of the *Municipal Code*, the *building official* is authorized to require or accept the submission of documents, including but not limited to reports, photographs, maintenance agreements, contracts, schedules and sworn affidavits regarding the item which is subject to inspection, instead of conducting an inspection. Where the *building official* accepts documents instead of conducting a required inspection, the *owner* must be charged a document review fee equal to half the applicable inspection fee. Nothing in this section requires the *building official* to accept documents instead of conducting a required inspection or precludes the *building official* from conducting a required inspection and assessing the applicable inspection fee.

14A-6-601.1.5 Additional cost recovery charge.

Where the *building official* conducts an emergency inspection because of concerns regarding the health and safety of the public or conducts a non-required inspection at the request of an *owner*, or conducts an inspection outside of normal business hours, as set by rule, or is required to review documents on an expedited basis, the *building official* is

authorized to assess, in addition to the regular inspection fee, an additional charge to recover the actual or approximate costs to the *City* for such inspection or expedited review, including direct and indirect costs.

Notwithstanding Section 2-8-065 of the *Municipal Code* and Section 14A-4-412.5, a *person* having a fee waiver under either provision must pay the additional cost recovery charge for a specially-requested inspection, expedited document review, or an inspection outside of normal business hours.

14A-6-601.2 Frequency.

Where the frequency of periodic inspections is not specified, the *building official* may use occupancy classification, prior inspection data, and other reasonable factors to determine the required frequency of inspections for individual properties or classes of properties.

14A-6-602 INSPECTION BASED ON OCCUPANCY.

14A-6-602.1 General.

Either the *building official* or *fire code official* is directed to inspect *existing buildings*, periodically and as often as necessary to protect public safety, pursuant to a coordinated inspection schedule, as specified in Sections 14A-6-602.2 through 14A-6-602.5.

Exceptions:

1. Inspections by the *building official* of places for eating, as that term is defined in Section 4-8-010 of the *Municipal Code*, are subject to Section 4-8-042 of the *Municipal Code*. Nothing in this section limits inspections of any place for eating by the *fire code official*.
2. Where, within the 12-month period preceding any required inspection under this section, the applicable premises was inspected either by the *building official* or *fire code official* in connection with a *permit* inspection, periodic inspection, code compliance inspection, or certificate of occupancy, the prior inspection meets the inspection requirement herein.

14A-6-602.2 Group A occupancies.

Group A occupancies must be inspected annually.

14A-6-602.3 Licensed businesses.

Establishments requiring a public place of amusement license must be inspected within the 90 days preceding the deadline for the renewal application for the license.

14A-6-602.4 Group R occupancies.

The following *existing buildings* containing a Group R occupancy must be inspected periodically and as often as deemed necessary by the *building official*:

1. A *building* with three or more *stories above grade plane* where the *basement* contains a *dwelling unit* or *sleeping unit*.
2. A *building* with three or more *stories above grade plane* with non-residential occupancies on the ground level and residential occupancies above.
3. A *building* with four or more *stories above grade plane*.

14A-6-602.5 Additional inspections.

The *building official* and *fire code official* are authorized to conduct such additional inspections as they deem necessary to maintain health and safety.

14A-6-603 CONDITION ASSESSMENT.

14A-6-603.1 General.

Written condition assessment reports for *existing buildings* and *existing structures* must be prepared and submitted to the *building official* as provided in Sections 14A-6-603.2 through 14A-6-603.4.

14A-6-603.2 Exterior walls of high-rise buildings.

The *owner* of a *high-rise building* must obtain and submit written condition assessment reports regarding the exterior envelope of the building, or any part thereof, including, but not limited to, roof, *exterior walls*, windows and doors, balconies, fire escapes, chimneys, mechanical equipment, *marquees*, *canopies*, signs, flagpoles, and window washing and exterior maintenance systems as provided in this section.

14A-6-603.2.1 Critical examination.

For classes of *existing buildings* or individual *buildings*, the *building official* is authorized to require a periodic, close-up visual examination of the entire exterior envelope performed by or under the direct supervision of a *registered design professional* for the purpose of identifying deficiencies and determining if *repair* is required. The *registered design professional* must prepare a signed and sealed report, detailing the scope and findings of the examination, together with recommendations for *repair* where deficiencies are found, and provide it to the *owner*.

14A-6-603.2.2 Ongoing inspection and repair.

For classes of *existing buildings* or individual *buildings*, the *building official* is authorized to require periodic inspection of the entire exterior envelope performed by or under the direct supervision of a *registered design professional* for the purpose of identifying deficiencies and determining if *repair* is required. The *registered design professional* must prepare a signed and sealed report, detailing the scope and findings of the inspection, together with recommendations for *repair* where deficiencies are found, and provide it to the *owner*. *Repairs* recommended as a result of a periodic inspection must be completed by the *owner* in a timely manner.

14A-6-603.2.3 Mandatory reporting.

Where a *registered design professional* determines, as a result of an examination or inspection required by this section, that the exterior envelope of a building is in need of *repair*, reinforcement, or removal to prevent imminent harm to building users or the public, the *registered design professional* must notify the *building official* in writing within 24 hours.

14A-6-603.2.4 Filing.

Reports required under Section 14A-6-603.2.1 or 14A-6-603.2.2 must be filed with the *building official* and a filing fee paid in accordance with Section 14A-12-1206. The *building official* may reject any report that does not comply with applicable requirements and require the *owner* to file a new report.

14A-6-603.2.5 Recordkeeping.

The *owner* of a building subject to this section must keep a copy of the most recent critical examination report and all subsequent ongoing inspection and repair reports on file at the premises and make them available for inspection by the *building official*.

14A-6-603.2.6 Corrective action.

Where the *building official* determines that the exterior envelope of a building subject to Section 14A-6-603.2 is in unsafe condition or in need of *repair* or reinforcement, the *building official* is authorized to issue a written order to the *owner* to immediately take temporary measures to protect the public and to begin permanent *repairs* within a specified time period. The *building official* may require the owner to undertake a critical examination when the integrity of a building envelope is in doubt. An order issued pursuant to this section does not waive any applicable requirement to obtain a *permit* for such work.

14A-6-603.3 Exposed metal.

The *owner* of a *building* with sign structures, antennae, canopies, marquees, fire escapes, flagpoles, cornices, smoke stacks, window washing and exterior maintenance systems, and other structures and equipment of metal construction permanently mounted or installed on the exterior of the *building*, or a freestanding metal sign structure exceeding 25 feet (7620 mm) in height, must obtain and submit written condition assessment reports regarding the exposed metal features as provided in Sections 14A-6-603.3.1 through 14A-6-603.3.4. The application of paint, galvanizing, wrapping, or similar coating is not sufficient to exempt a metal structure from the requirements of this section.

14A-6-603.3.1 Examination.

An exposed metal structure must be closely examined by a *registered design professional* within 2 years after its installation and at least once every 5 years after the initial inspection. The *registered design professional* must prepare a signed and sealed written report on the external structural condition and integrity of the exposed metal structure and provide it to the *owner*.

14A-6-603.3.2 Mandatory reporting.

Where a *registered design professional* determines, as a result of an examination required by this section, that an exposed metal structure is in need of *repair*, reinforcement, or removal to prevent imminent harm to building users or the public, the *registered design professional* must notify the *building official* in writing within 24 hours.

14A-6-603.3.3 Filing.

The *building official* is authorized to specify by rule classes of exposed metal structures for which the report must be filed with the *building official*. For such structures, the report must be submitted to the *building official*, along with a filing fee as provided in Section 14A-12-1206.1.

14A-6-603.3.4 Corrective action.

Where the *building official* determines, based on a report filed under Section 14A-6-603.3.3 or a report made under Section 14A-6-603.3.2, or an inspection that an exposed metal structure is in unsafe condition or in need of *repair* or reinforcement, the *building official* is authorized to issue a written order to the *owner* to immediately take temporary measures to protect the public and to begin permanent *repairs* within a specified time period. An order issued pursuant to this section does not waive any applicable requirement to obtain a *permit* for such work.

14A-6-603.4 Tanks and supporting structures.

The *owner* of a *building* with a water tank with a capacity of more than 250 gallons (946 L) that is exposed to the elements or an exposed structure intended to support such a tank, whether or not a tank is present, must label the tank and obtain and submit written condition assessment reports regarding the tank and support structure as provided in Sections 14A-6-603.4.1 through 14A-6-603.4.5.

14A-6-603.4.1 Label.

A rustproof tag or plate must be placed on the outside of every tank or support structure indicating the month and year in which the tank and its supporting structure were installed in letters not less than 2 inches (51 mm) high.

14A-6-603.4.2 Examination.

Tanks and support structures must be closely examined by a *registered design professional* within 1 year after installation and at least once every 2 years after the initial inspection. The *registered design professional* must prepare a signed and sealed written report on the internal and external structural condition and integrity of the tank and the external structural condition and integrity of the support structure and provide it to the *owner*.

14A-6-603.4.3 Mandatory reporting.

Where a *registered design professional* determines, as a result of an examination required by this section, that a tank or support structure is in need of *repair*, reinforcement, or removal to prevent imminent harm to building users or the public, the *registered design professional* must notify the *building official* in writing within 24 hours.

14A-6-603.4.4 Filing.

All reports prepared pursuant to this section must be filed with the *building official*, along with a filing fee as provided in Section 14A-12-1206.1.

14A-6-603.4.5 Corrective action.

Where the *building official* determines, based on a report filed under Section 14A-6-603.4.4 or a report made under Section 14A-6-603.4.3, or an inspection that an exposed metal structure is in unsafe condition or in need of *repair* or reinforcement, the *building official* is authorized to issue a written order to the *owner* to immediately take temporary measures to protect the public and to begin permanent *repairs* within a specified time period. An order issued pursuant to this section does not waive any applicable requirement to obtain a *permit* for such work.

14A-6-603.5 Condition report.

Where the *building official* has reason to question the condition or integrity of any *building* or *structure* meets a requirement of the *Chicago Construction Codes*, the *building official* is authorized to issue a written order to the *owner* to hire a *registered design professional* to undertake an investigation or critical examination, immediately take temporary measures to protect the public, and to begin permanent *repairs* within a specified time period. The *owner* must file a condition report with the *building official*. The condition report must comply with Section 104 of the *Chicago Minimum Standards for Existing Buildings*. An order issued pursuant to this section does not waive any applicable requirement to obtain a *permit* for such work.

14A-6-604 BUILDING FEATURES.

14A-6-604.1 General.

The *building official* is directed to inspect existing building features, periodically and as often as necessary to protect public safety, as specified in Sections 14A-6-604.2 through 14A-6-604.3.

14A-6-604.2 Fire curtains.

The *building official* is directed to periodically inspect, or cause to be inspected, all fire curtains installed to protect proscenium openings.

14A-6-604.3 Tanks.

The *building official* is directed to periodically inspect, or cause to be inspected, any exterior tank with a capacity of more than 250 gallons (946 L) that is located above occupied portions of a *building*, together with the supporting structure.

14A-6-605 CONVEYANCE DEVICES.

14A-6-605.1 General.

The *building official* is directed to inspect existing *conveyance devices*, periodically and as often as necessary to protect public safety, as specified in Sections 14A-6-605.2 through 14A-6-605.3.

14A-6-605.2 Conveyances devices other than mechanical amusement riding devices.

The *building official* is directed to inspect *conveyance devices* other than *mechanical amusement riding devices* in accordance with Section 103 of the *Chicago Conveyance Device Code*.

14A-6-605.3 Mechanical amusement riding devices.

The *building official* is directed to inspect *mechanical amusement riding devices* in accordance with this section.

14A-6-605.3.1 Permanently-installed devices.

The *building official* is directed to annually inspect all *mechanical amusement riding devices*, erected or operated on a permanent basis within a building, amusement park, fair, or carnival.

Exception: Coin-operated mechanical amusement riding devices, which must be permitted on an annual basis.

14A-6-606 MECHANICAL EQUIPMENT.

14A-6-606.1 General.

The *building official* is directed to inspect existing mechanical systems and devices, periodically and as often as necessary to protect public safety, as specified in Sections 14A-6-606.2 through 14A-6-606.4.

14A-6-606.2 Mechanical ventilation systems.

The *building official* is directed to periodically inspect, or cause to be inspected, mechanical ventilating systems.

Exception: Inspections by the *building official* of mechanical ventilation systems in places for eating, as that term is defined in Section 4-8-010 of the *Municipal Code*, are subject to Section 4-8-042 of the *Municipal Code*.

14A-6-606.3 Mechanical refrigeration systems.

The *building official* is directed to periodically inspect, or cause to be inspected, all parts of mechanical refrigeration systems employing any refrigerant that is expanded, vaporized, liquefied, or compressed in its refrigeration cycle.

Exception: This section does not apply to any system containing less than four pounds of refrigerant.

14A-6-606.3.1 Unsafe conditions.

Where an inspection discloses that a mechanical refrigeration system has become or is likely to become dangerous to life and health, the *building official* is directed to give written notice to the *owner* of the mechanical refrigeration system. The *building official* is authorized to order such *person* to make such changes, *alterations*, or *repairs* as in the judgment of the *building official* are necessary to make the mechanical refrigeration system safe for the occupants of the premises and the public within a time fixed by the *building official*.

14A-6-606.3.2 Authority to shut down system.

Where the *owner* of a mechanical refrigeration system fails to comply with an order issued under this section, the *building official* is authorized to order the system shut down and the refrigerant pumped from the system and to prohibit its further use until the system is made safe. Any expense or outlay incurred by the *City* in shutting down the refrigeration system is a charge upon, and must be collected from, the *owner* or *person* controlling the refrigeration system by legal proceedings prosecuted by the Corporation Counsel.

14A-6-606.4 Boilers and pressure vessels.

The *building official* is directed to periodically inspect, or cause to be inspected, all boilers, tanks, jacketed kettles, generators, or other apparatus used for generating or transmitting steam for power or using steam under pressure for power or using steam under pressure for heating or steaming purposes, and all other tanks, jacketed kettles, and reservoirs under pressure of any kind.

14A-6-606.4.1 Hydrostatic tests.

Where a hydrostatic pressure test is deemed necessary by the *building official*, the hydrostatic pressures used in such test may not exceed the maximum working pressure of the apparatus being tested by more than 50 percent and a careful external and internal examination of the apparatus must be made before administering the test. In all cases where a hydrostatic pressure test is used, an internal examination of such apparatus must be made after the test is administered.

14A-6-606.4.2 High-pressure boilers.

All high-pressure boilers which have reached the age of 50 years must be subjected to a full internal and external inspection of rivets, welds, butt straps, shell and/or drums. Findings of such inspection will determine the allowable working pressure of the boiler.

14A-6-607 SIGNS.

14A-6-607.1 General.

The *building official* is directed to periodically inspect, or cause to be inspected, signs and sign structures in accordance with Article XIII of Chapter 13-20 of the *Municipal Code*.

CHAPTER 14A-7 OCCUPANCY

14A-7-701 GENERAL.

14A-7-701.1 Scope.

Certificates of occupancy and other approvals required before occupancy must be obtained as provided in this chapter.

14A-7-702 CERTIFICATES OF OCCUPANCY.

14A-7-702.1 Certificate required.

A *building* or *structure* may not be used or occupied, and a *change of occupancy* of an *existing building* or *existing structure* is prohibited, before the *building official* has issued a certificate of occupancy for the new occupancy as provided in Section 14A-7-702. Issuance of a certificate of occupancy does not authorize a violation of the *Municipal Code*.

Exceptions:

1. Certificates of occupancy are not required for buildings classified as occupancy Group R-5 or U in accordance with Chapter 3 of the *Chicago Building Code*.
2. Certificates of occupancy are not required for work exempt from *permits* in accordance with Section 14A-4-402.
3. Certificates of occupancy are not required for work classified as Level 1 or Level 2 *alterations* without a *change of occupancy*.
4. The *building official* may adopt rules which exempt additional scopes of work in *existing buildings* from this requirement.
5. The *building official* may adopt rules which exempt new construction in specified occupancies based on floor area.

14A-7-702.2 Certificate issued.

After the *building official* inspects the building or structure and does not find violations of the provisions of the *Chicago Construction Codes* or other laws that are enforced by the *building official*, the *building official* is directed to issue a certificate of occupancy that contains the following:

1. The *permit* number.
2. The address of the *building*.

3. The name and address of the *owner*.
4. A description of that portion of the *building* for which the certificate is issued.
5. A statement that the described portion of the *building* has been inspected for compliance with the general, specific and structural requirements of the *Chicago Construction Codes* applicable to the *building* and the occupancy classification identified in the *permit* application.
6. The name of the *building official*.

14A-7-702.3 Temporary occupancy.

Upon request of an *owner* or *permit* holder, the *building official* is authorized to issue a temporary certificate of occupancy for such time and under such conditions as the *building official* determines appropriate and consistent with the standards of public safety and welfare. The *building official* is authorized to issue a temporary certificate of occupancy for any portion of a *building* containing more than 3 *dwelling units* where that portion of the *building* is completely cut off from other parts of the *building* by fire-resistance rated construction and all provisions for *means of egress* required by the *Chicago Building Code* have been complied with. The cost of a temporary certificate of occupancy is not reflected in the permit fees provided under Chapter 4, and the *building official* may, by rule, establish fees for issuance of a temporary certificate of occupancy reflecting costs of additional inspections and administration required to issue a temporary certificate.

14A-7-702.4 Revocation.

The *building official* is authorized to, in writing, suspend or revoke a certificate of occupancy or temporary certificate of occupancy wherever the certificate is issued in error, or on the basis of incorrect information supplied, or where it is determined that the *building* or *structure* is in violation of any ordinance or regulation or any of the provisions of the *Municipal Code* that creates an unsafe condition for occupants or the public.

14A-7-702.5 Legal effect.

A *person* may not use or rely upon a certificate of occupancy or the information contained in a certificate of occupancy as a basis for legal action against the *City*.

14A-7-702.6 Authority to vacate.

Where a *building* is occupied in violation of Section 14A-7-702, the *building official* is authorized to notify the *owner* and *occupants* and order that the *building* must be vacated and not again occupied until shown to conform with all applicable requirements of the *Chicago Construction Codes* and the *owner* has obtained a certificate of occupancy as required by Section 14A-7-702.

14A-7-703 THEATERS AND PUBLIC AMUSEMENTS.

14A-7-703.1 General.

A license may not be issued to any *person* to produce, operate, or offer for gain or profit any theatricals, shows, or amusements until the *building official*, the board of health, and the *fire code official* have certified in writing that the room or place where it is proposed to produce, operate, or offer such theatricals, shows, or amusements complies in every respect with the provisions of the *Municipal Code* relating to their respective departments.

14A-7-704 SERVICE UTILITIES.

14A-7-704.1 Connection of service utilities.

A *person* may not make connections from a utility, source of energy, fuel, or power to any *building* or system that is regulated by the *Chicago Construction Codes* and for which a *permit* is required until the *building* or system has been inspected by the *building official* and connection is authorized by the *building official*.

Exception: Electrical service entrance equipment and wiring, the meter and meter connection cabinet, and the meter wiring up to but not beyond the customer's disconnecting switch or other disconnecting device may be electrically energized without authorization of the *building official*, provided the *building official* is notified and the customer's disconnecting switch is sealed in the "off" position and tagged to indicate use of wiring beyond the disconnecting switch is unlawful until authorized by the *building official*.

14A-7-704.2 Temporary connections.

The *building official* is authorized to allow temporary connections of *buildings* or systems to a utility, source of energy, fuel, or power in connection with construction activities.

CHAPTER 14A-8 POSTING REQUIREMENTS

14A-8-801 GENERAL.

14A-8-801.1 Scope.

In new and existing *buildings* and structures, signage must be posted in accordance with this chapter.

14A-8-802 MAXIMUM CAPACITY SIGNS.

14A-8-802.1 General.

Owners of theaters and *owners* of rooms or spaces that are designed or used for more than 100 people to gather for civic, political, educational, religious, social, athletic, recreational, or similar activities, must apply for and obtain a maximum capacity sign from the *building official*, and display the maximum capacity sign in accordance with Section 14A-8-802.

14A-8-802.2 Application.

The *building official* may establish an application procedure by rule.

14A-8-802.3 Calculation.

For theaters, rooms, or spaces constructed under the *Chicago Building Code* or altered under the *Chicago Building Rehabilitation Code*, the *building official* will determine the maximum occupancy capacity in accordance with Section 1004 of the *Chicago Building Code*. For other theaters, rooms, or spaces, the maximum occupancy will be calculated in accordance with the requirements in effect at the time of construction or *alteration*.

14A-8-802.4 Sign.

Maximum capacity signs issued under Section 14A-8-802 will read:

OCCUPANCY BY MORE THAN ____ PERSONS IS
DANGEROUS AND UNLAWFUL

BUILDING COMMISSIONER
CITY OF CHICAGO

The lettering will be of bold gothic type in red on a background of white, not less than one inch (25 mm) in height. The numerals will be one and one-quarter inches (31.8 mm) in height.

14A-8-802.5 Fee.

The *building official* must collect a fee in accordance with Section 14A-12-1208 for the issuance of maximum capacity signs. Fees are to be assessed for each group of connected rooms or spaces operated by the same owner or lessee within a *building*, referred to as a “location.” Where additional or revised maximum capacity signs are required because of the *alteration* or reconfiguration of a location for which a maximum capacity sign has been previously issued, the fee will be determined based only on the area that has been altered.

14A-8-802.6 Display.

The owner must post and continuously display the maximum capacity sign at a conspicuous, well-lit location at the main entrance to each theater, room, or space for which a maximum capacity sign is required by Section 14A-8-802. The maximum capacity sign must be securely mounted to a wall or partition.

14A-8-803 FLOOR LOADS.

14A-8-803.1 Mercantile, industrial, and storage uses.

Where a *story*, room, or space is used or intended to be used for mercantile, industrial, or storage purposes and has a floor designed for *live loads* exceeding 100 psf (4.80 kN/m²), the design *live load* must be conspicuously posted at or near the primary entrance to each *story*, room, or space, using durable signs supplied by the *owner* with characters not less than 2 inches (51 mm) in height. Where more than half but less than all of a *story*, room, or space is designed for *live loads* exceeding 100 psf (4.80 kN/m²), a durable floor plan indicating areas that are designed for lesser *live loads* must be posted in a conspicuous place at each exit from the *story*, room, or space. It is unlawful to remove or deface such signs.

Exceptions:

1. Posting of floor loads is not required in buildings or portions thereof used exclusively for the production and distribution of electricity, gas, or steam.
2. Where floor loads are posted in accordance with requirements in effect at the time of construction or *alteration*.

14A-8-803.1.1 Certification.

Before applying for a certificate of occupancy under Section 14A-7-702, the *owner* of a *building* subject to Section 14A-8-803.1 must obtain the certification of a *registered design professional* that the signs required by Section 14A-8-803.1 have been posted and accurately reflect the structural design. The *owner* must retain this certification. A certificate of occupancy may not be issued until this certification has been shown to the *building official*.

14A-8-803.2 Parking garages.

Where parking garages and parking facilities are designed for the exclusive use of passenger vehicles, a sign stating: "THIS FLOOR TO BE USED FOR THE STORAGE OF PASSENGER VEHICLES ONLY" must be posted in a conspicuous location on each level.

14A-8-803.3 Restrictions on loading.

It is unlawful to place, or cause or allow to be placed, a load on the floor or roof of a building or structure that is greater than the load for which the floor or roof is designed.

14A-8-804 ASSEMBLY OCCUPANCIES.

14A-8-804.1 Diagram.

Owners of theaters and other assembly occupancies must submit to the *building official* a diagram indicating the arrangement and number of tables, chairs or seats, and dimensions of dancing space, stages, platforms, aisles, and means of exit, and the total yardage of decorations permitted to hang in the audience room or hall. Where the occupancy contains a stage or platform, the diagram must also show the amount and type of scenery permitted on the stage or platform. One copy of such diagram, which has been approved by the *building official*, must be kept on the premises for which the approval has been granted and must be conspicuously displayed.

14A-8-804.2 Additional requirements.

Assembly occupancies must also comply with requirements regarding blocking and obstructing exits, marking of aisles, and printing of exit diagrams in programs in the *Chicago Fire Prevention Code*.

CHAPTER 14A-9 [RESERVED]

CHAPTER 14A-10 APPROVALS AND APPEALS

14A-10-1001 GENERAL.

14A-10-1001.1 Scope.

The provisions of the *Chicago Construction Codes* are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by the *Chicago Construction Codes*, provided that such alternative is *approved* in accordance with Sections 14A-10-1002, 14A-10-1003, or 14A-10-1004. Decisions of the *building official* regarding a *permit* application or *permit* are also subject to review by the Building Board of Appeals under Section 14A-10-1005. Any decision or approval under Sections 14A-10-1003, 14A-10-1004, or 14A-10-1005 is limited to the specific address and scope for which it is granted.

14A-10-1001.1.1 New materials.

New building materials, equipment, appliances, systems, or methods of construction not provided for in the *Chicago Construction Codes*, and any material of questioned suitability proposed for use in the construction of a *building* or *structure* is subject to the procedures prescribed in this chapter to evaluate character, quality, and limitations of use and must be *approved* before use. The *building official* may require the design strengths and permissible stresses of structural materials that are not specifically provided for in the *Chicago Construction Codes* be established by tests as provided for in Section 1707 of the *Chicago Building Code*.

14A-10-1002 FORMAL INTERPRETATIONS.

14A-10-1002.1 General.

The *building official* may adopt formal written interpretations of the *Chicago Construction Codes*, not inconsistent with the provisions of the *Chicago Construction Codes*, and which, upon adoption, will have the same legal effect as the provisions of the *Chicago Construction Codes*. Each interpretation must be dated, sequentially numbered, posted on a public website, and kept on file in the office of the *building official*. Interpretations issued by the *building official* under earlier provisions of the *Municipal Code* will remain in effect until amended or revoked by the *building official*. The *building official* may amend or revoke a formal written interpretation at any time.

14A-10-1003 ALTERNATIVE CODE APPROVAL.

14A-10-1003.1 General.

Upon application of an *owner* or *registered design professional*, the *building official* is authorized to approve alternative methods for complying with any provision of the *Chicago Construction Codes* for individual cases under any of the following conditions:

1. Approval of an alternative method of compliance is specifically authorized or required by a provision of the *Chicago Construction Codes*.
2. There are practical difficulties in carrying out the strict requirements of the *Chicago Construction Codes* and all of the following are established:
 - 2.1. Specific individual reasons, other than solely cost, make the strict application of the applicable provisions of the *Chicago Construction Codes* impractical.
 - 2.2. The alternative to be approved will comply with the intent and purpose of the *Chicago Construction Codes*.
 - 2.3. The alternative to be approved will provide equivalent or greater health protection, accessibility, life and fire safety, and structural performance.
3. A material, design, or method of construction not specifically allowed or prohibited by the *Chicago Construction Codes* complies with the intent of the *Chicago Construction Codes* and will, in the specific application, result in a *structure* providing equal or greater quality, strength, effectiveness, fire resistance, durability, and safety as one meeting the strict requirements of the *Chicago Construction Codes*.

Where the *Chicago Construction Codes* provide that a condition must be *approved* by the *fire code official*, the *building official* must refer the request to the *fire code official*, provided that the *building official* is responsible for receiving and maintaining records related to all applications under Section 14A-10-1003.

14A-10-1003.2 Form of requests.

The *building official* may require that requests under Section 14A-10-1003 be prepared and signed by a *registered design professional* or by an individual registered or licensed under the *Municipal Code*.

14A-10-1003.3 Review fee.

The applicant must pay a nonrefundable review fee in accordance with Section 14A-12-1210 before submitting a request under Section 14A-10-1003.

14A-10-1003.4 Permit required.

An approval under Section 14A-10-1003 for work requiring a *permit* is only valid if a *permit* to complete the work is applied for within 12 months of the date of approval, the *permit* is issued, and work under the *permit* is diligently pursued to completion. An approval under Section 14A-10-1003 is not a *permit*, nor may it waive any procedural requirement or fee to obtain a *permit*.

14A-10-1003.5 Records.

The *building official* must record and retain details of action granting or denying a request for approval under Section 14A-10-1003.

14A-10-1003.6 Referral.

The *building official*, at the *building official's* sole discretion, may require any request for alternative code approval to be considered by the Committee on Standards and Tests pursuant to Section 14A-10-1004 or the Building Board of Appeals pursuant to Section 14A-10-1005. In such case, a fee paid under Section 14A-10-1003.3 will be credited toward the fee due under Section 14A-10-1004.3.1 or 14A-10-1005.4.1, as applicable.

14A-10-1003.7 Effect.

An approval granted by the *building official* pursuant to Section 14A-10-1003 is wholly discretionary and project-specific. It does not have any precedential effect, nor does it require the *building official* to approve any similar request in the future.

14A-10-1004 COMMITTEE ON STANDARDS AND TESTS.

14A-10-1004.1 Purpose.

The Committee on Standards and Tests is created to assist the *building official* with protecting public health, safety, and welfare by ascertaining the suitability of construction materials, construction methods, systems of construction, or arrangements of materials that are not allowed or recognized by, or vary from, the requirements established by the *Chicago Construction Codes* and that are claimed to be equally as good as or superior to those allowed by the *Chicago Construction Codes*.

14A-10-1004.2 Membership.

The Committee will have three ex-officio members and seven members appointed by the Mayor.

14A-10-1004.2.1 Ex officio members.

The *building official*, *fire code official*, and Chairman of the City Council Committee on Zoning, Landmarks, and Building Standards are ex-officio voting members of the Committee.

14A-10-1004.2.2 Appointed members.

The appointed members must include three architects, two structural engineers, and two mechanical engineers, except when a vacancy exists. Each of the appointed members must be licensed by the State of Illinois and have been a resident of the *City* for a period of one year or maintained his or her principal professional office in the *City* for a period of five years preceding the date of appointment.

14A-10-1004.2.3 Chair.

The *building official* is chair of the Committee.

14A-10-1004.2.4 Disqualification.

A member may not participate in consideration of an application in which that member has a personal, professional, or financial interest.

14A-10-1004.3 Application.

Any *person* desiring to use any construction material, construction method, system of construction, or arrangement of materials that is not allowed or recognized by, or varies from, the requirements established by the *Chicago Construction Codes* may submit a written application to the *building official*, supported by evidence to establish that the request will result in construction that is equivalent or superior to that allowed by the *Chicago Construction Codes*.

14A-10-1004.3.1 Fee.

Each application must be accompanied by payment of a nonrefundable review fee in accordance with Section 14A-12-1210.

14A-10-1004.4 Investigation.

The *building official* will conduct a preliminary review of each application and recommend to the Committee whether the construction material, construction method, system of construction, or arrangement of materials should be permitted under the conditions outlined in the application or under further conditions identified by the *building official*.

14A-10-1004.4.1 Additional information.

If, in the judgment of the *building official*, further evidence is necessary regarding the suitability or safety of such construction material, construction method, system of construction, or arrangement of materials, the *building official* may require further tests to be made or additional data to be submitted by the applicant.

14A-10-1004.5 Hearing.

The Committee must consider each recommendation of the *building official* at a public hearing, at which an Illinois-licensed architect, structural engineer, or professional engineer must present the request on behalf of the applicant. If, following the applicant's presentation, the Committee determines that further evidence is necessary regarding the suitability or safety of the request, the Committee may require an additional hearing or condition its approval on submission of suitable evidence to the *building official*. At the conclusion of the hearing, the Committee must vote on whether to accept, with or without additional conditions, the preliminary recommendation of the *building official*.

14A-10-1004.6 Records.

The *building official* must maintain a public record of the Committee's actions.

14A-10-1004.7 Effect.

Decisions by the Committee pursuant to Section 14A-10-1004 are project-specific. A decision does not have any precedential effect, nor does it require the Committee to approve or deny a similar request in the future. The *building official*, however, may consider actions of the Committee in evaluating requests for alternative code approval under Section 14A-10-1003.

14A-10-1005 BUILDING BOARD OF APPEALS.

14A-10-1005.1 Purpose.

In order to ensure that the spirit of the *Chicago Construction Codes* pertaining to the issuance of *permits* is observed, public safety secured, and substantial justice done, the Building Board of Appeals is created to hear appeals from decisions and determinations of the *building official* relating to the issuance of a *permit* or work done under a *permit*.

14A-10-1005.1.1 Authority.

The Building Board of Appeals has authority to affirm, reverse, or modify any decision or determination of the *building official* that it has authority to review.

14A-10-1005.1.2 Limit on jurisdiction.

Decisions of the Building Board of Appeals will apply only to the individual case being reviewed and are not a precedent for similar work or a change in the *Chicago Construction Codes*. The Building Board of Appeals does not have jurisdiction over matters within the authority of the Committee on Standards and Tests or Zoning Board of Appeals. Further, the Building Board of Appeals does not have jurisdiction over matters pertaining to the *Chicago Electrical Code*.

14A-10-1005.1.3 Administrative support.

The *building official* is directed to support the administrative functions of the Building Board of Appeals.

14A-10-1005.2 Membership.

The Building Board of Appeals will have nine voting members appointed by the Mayor with the consent of the city council.

14A-10-1005.2.1 Qualifications.

One of the members must be an architect registered with the State of Illinois; one member must be an engineer licensed by or registered with the State of Illinois; one member must be a building contractor; one member must be a labor representative representing the Chicago building trades unions; three members must be residents of Chicago who will represent the public interest; one member must be an architect or engineer registered with the State of Illinois who has architectural experience in accessibility design; and one member must be an individual who is a member of, or who is authorized to represent, a group or organization that represents the interests of people with disabilities. All members will be appointed for a term of two years and will hold office until a successor has been appointed. Any vacancy in the membership on the Building Board of Appeals must be filled in the same manner as the original appointment for the unexpired term.

14A-10-1005.2.2 Disqualification.

The voting members of the Building Board of Appeals may not be employees of the *City*. A voting member may not participate in consideration of an application in which that member has a personal, professional, or financial interest.

14A-10-1005.3 Advisors.

The *building official*, *fire code official*, and Commissioner of the Mayor's Office for People with Disabilities must each designate one representative of their respective departments to serve as non-voting advisors to the Building Board of Appeals. Designated advisors must attend meetings of the Building Board of Appeals.

14A-10-1005.4 Appeal petition.

Any *person* who is desiring review of a decision or determination of the *building official* pertaining to a *permit* or *permit* application must file a written appeal petition, on a form to be provided, with the chair of the Building Board of Appeals, within 21 days after the decision or determination to be reviewed has been issued by the *building official*. The appeal petition must be accompanied by all supporting information the petitioner wishes to be considered by the Building Board of Appeals. The petitioner must also deliver a copy of the appeal petition and supporting information to the *building official* and, if the petitioner is not the *permit* applicant, to the *permit* applicant. Petitions must be delivered in person or by U.S. mail with delivery confirmation.

14A-10-1005.4.1 Filing fee.

The appeal petition must be accompanied by proof that the required filing fee has been paid to the *City* in accordance with Section 14A-12-1210.

14A-10-1005.4.2 Untimely petitions.

The *building official* may allow an untimely appeal petition to be considered by the Building Board of Appeals. In such case, the Building Board of Appeals will have full jurisdiction to hear and decide the matter.

14A-10-1005.5 Response.

The *building official* may, within 14 days of receiving an appeal petition, submit to the chair a written response in support of the decision or determination. The *building official* must mail a copy of any response to the petitioner and the *permit* applicant.

14A-10-1005.6 Effect of filing.

Upon the filing of an appeal petition, any and all work or operations which will or may be directly or indirectly affected by any such decision or determination must cease and the affected work or operations may not commence or resume until and after a decision has been rendered by the Board.

14A-10-1005.7 Hearings.

All meetings of the Building Board of Appeals will be held at the call of the chair and at such times as the chair may determine. Hearings on appeal petitions must be held no later than 30 days after the last day for the *building official* to respond to an appeal petition. All hearings conducted by Building Board of Appeals must be open to the public. Any *person* may appear and testify at a hearing either in *person* or by duly authorized agent or attorney. The chair, or in the chair's absence, the acting chair, may administer oaths and compel the attendance of witnesses.

14A-10-1005.8 Decisions.

All orders, decisions, or determinations of the Building Board of Appeals which reverse or modify the decision of the *building official* must contain a statement to the effect that in the opinion of the Building Board of Appeals the work proposed will not endanger the life, health, or safety of the building occupants or area residents. A copy of all orders, decisions, or determinations of the Building Board of Appeals must be mailed to the petitioner, the *permit* applicant, and the *building official*.

14A-10-1005.9 Records.

The Building Board of Appeals must keep minutes of its proceedings showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and must also keep records of its hearings and other official actions. The record of hearings will not be transcribed by the court reporter unless requested by the Building Board of Appeals or any party interested in the hearing. The cost of the transcription must be borne by the *person* requesting it and in cases filed pursuant to the Administrative Review Act, the plaintiff must pay for the cost of preparing and certifying the record of proceedings, including the cost of the transcript. A copy of every rule or regulation, order, requirement, decision, or determination of the Building Board of Appeals must be filed immediately with the *building official* and must be a public record.

14A-10-1005.10 Effect.

All decisions and findings of the Building Board of Appeals, on appeal or upon application for a variation after a hearing, will, in all instances, be the final administrative determination and will be subject to review by a court as by law, may be provided.

**CHAPTER 14A-11
REFERENCED STANDARDS**

14A-11-1101 GENERAL.

14A-11-1101.1 General.

Refer to Chapter 35 of the *Chicago Building Code* for details of standards referenced in this title.

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**CHAPTER 14A-12
SCHEDULES**

14A-12-1201 GENERAL.

14A-12-1201.1 Scope.

Fees, fines, and penalties applicable to the provisions of this title and to violations of other provisions of the *Chicago Construction Codes* as specifically referenced are as provided in this chapter.

14A-12-1202 [RESERVED]

14A-12-1203 CHAPTER 3.

14A-12-1203.1 General.

Fees, fines, and penalties applicable to the provisions of Chapter 3 and to violations of other provisions of the *Chicago Construction Codes* are as provided in Table 14A-12-1203.1. Each violation and each day that a violation continues is a separate and distinct offense.

Table 14A-12-1203.1. Fees, Fines, and Penalties – Chapter 3

| Section | Description | Amount |
|----------------|--|-------------------------------|
| 14A-3-301 | When the <i>City</i> is required to take action to enforce the <i>Chicago Construction Codes</i> , the <i>City</i> may recover the costs of enforcement in accordance with Chapter 1-20 of the <i>Municipal Code</i> . | Actual or estimated costs |
| 14A-3-302 | For violation of any section of the <i>Chicago Construction Codes</i> not listed in Table 14A-12-1203.2. | \$500 min. \$1,000 max. |
| 14A-3-306.4 | First violation | \$500 min. \$1,000 max. |
| | Second violation | \$1,000 min. \$6,000 max. |
| | Third or subsequent violation | \$6,000 min. \$10,000 max. |

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14A-12-1203.2 Specialized fines.

Fees, fines, and penalties applicable to the provisions of the *Chicago Construction Codes* listed in Table 14A-12-1203.2 are as provided in that table. Each violation and each day that a violation continues is a separate and distinct offense.

Table 14A-12-1203.2. Specialized Fines

| Section | Description | Amount |
|----------------|--|-------------------------------|
| 14A-4-401.1 | First violation | \$500 min. \$1,000 max. |
| | Second violation | \$1,000 min. \$3,000 max. |
| | Third or subsequent violation | \$3,000 min. \$5,000 max. |
| 14A-4-406 | Violation not resulting in the death or injury of a natural person | \$1,000 min. \$10,000 max. |
| | Violation resulting in the death or injury of a natural person | \$10,000 min. (no max.) |
| 14A-6-603 | Any violation | \$1,000 min. \$2,500 max. |

14A-12-1204 CHAPTER 4.**14A-12-1204.1 General.**

Fees applicable to the provisions of Chapter 4, other than *permit* fees and stop work order fees, are as provided in Table 14A-12-1204.1.

Table 14A-12-1204.1. General Fees – Chapter 4

| Section | Description | Amount^a |
|--------------------------------|--|----------------------------------|
| 14A-4-403.1 | Monthly permit (per month) | \$75 |
| 14A-4-409.1 | Accessibility pre-review first hour | \$150 |
| | additional hour or portion of an hour | \$100 |
| 14A-4-409.2 | Pre-permit debt check (per request) | \$30 |
| 14A-4-412.1.2 14A-4-412.2.1 | Permit fee deposit | \$300 |
| 14A-4-413.9 | Reinstatement (per permit) | 25% of original permit fee |
| 14A-4-413.9.1 | Extension (per permit, per extension) | 25% of original permit fee |

a. Fees specified in this table are nonrefundable.

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14A-12-1204.2 Stand-alone permit fees.

Stand-alone *permit* fees and *permit* fee factors applicable to Section 14A-4-412.1 are as provided in Table 14A-12-1204.2.

Table 14A-12-1204.2. Stand-alone Permit Fees

| Category of Work | Scope of Work | Drawings required | Zoning fee required | Permit fee |
|--------------------------------------|--|-------------------|---------------------|------------------------|
| Administrative issues | Change of owner or contractor, extension of time, permit reinstatement ^g | No | No | \$75 per permit number |
| | Reprint permit | No | No | \$25 |
| Alteration | Interior <i>alteration</i> up to 500 square feet in floor area, with no <i>change of occupancy</i> and no change to load-bearing elements or <i>means of egress</i> | Yes ^a | Yes | \$250 |
| | Interior <i>alteration</i> up to 2,000 square feet in floor area within single <i>dwelling unit</i> or tenant space, with no <i>change of occupancy</i> and no change to load-bearing elements or <i>means of egress</i> | Yes ^a | Yes | \$500 |
| Communication equipment ^c | Antenna, monopole, or satellite dish for commercial use | Yes | Yes | \$750 |
| | Installation or <i>alteration</i> of cell phone tower equipment box | Yes | Yes | \$750 per box |
| | Installation or <i>alteration</i> of cell phone antennas | Yes | Yes | \$750 per tower |
| | <i>Repair</i> | No | No | \$175 per location |
| Construction equipment ^c | Construction crane, hoist, or similar construction equipment | Yes | No | \$450 each |
| | Temporary construction tower or personnel, material, or skip hoist associated with construction site | Yes | No | \$750 each |
| Conveyance devices ^c | Automotive lift | Yes ^a | Yes | \$200 per vehicle |
| | Elevator or lift serving no more than 5 levels | Yes ^a | No | \$300 |
| | Elevator or lift serving at least 6 and no more than 20 levels | Yes ^a | No | \$300 |
| | Elevator or lift serving at least 21 and no more than 30 levels | Yes ^a | No | \$450 |
| | Elevator or lift serving 31 or more levels | Yes ^a | No | \$600 |

(table continues on following page)

Table 14A-12-1204.2. (continued)

| Category of Work | Scope of Work | Drawings required | Zoning fee required | Permit fee |
|--|--|---|----------------------------|---|
| Conveyance devices (cont'd) ^c | Escalator or moving walk | Yes ^a | No | \$300 |
| | Major <i>repair</i> work or <i>alterations</i> (not routine maintenance) | Yes ^a | No | \$150 per device |
| | Material lift, loading or truck dock lift, or dumbwaiter | Yes ^a | No ^e | \$150 |
| | <i>Mechanical amusement riding device, temporary</i> installation – 1 device | No | No | \$300 per event |
| | <i>Mechanical amusement riding device, temporary</i> installation – 2-7 devices | No | No | \$500 per event |
| | <i>Mechanical amusement riding device, temporary</i> installation – 8-14 devices | No | No | \$1,200 per event |
| | <i>Mechanical amusement riding device, temporary</i> installation – more than 14 devices | No | No | \$1,200 plus \$300 per device in excess of 14 |
| | <i>Mechanical amusement riding device, other than temporary</i> installation | No | Yes | \$500 each |
| | Stage or orchestra lift or specialized conveyance device | Yes ^a | No | \$300 |
| | Platform lift, inclined wheelchair lift, or stairway chairlift | Yes ^a | No | \$150 |
| | Window washer power-operated platform | Yes ^a | No | Same as for elevator |
| | Vertical reciprocating conveyor | Yes ^a | No | \$300 |
| | Electrical | Installation of electrical service only, less than 400 amps | See Section 14E-2-215.5 | No |
| Installation of electrical service only, 400 to less than 1,000 amps | | No | | \$300 |
| Installation of electrical service only, 1,000 amps or more | | No | | \$750 |
| Installation of low-voltage electrical system | | No | | \$75 per system ^f per floor |
| Installation of low-voltage electrical system ^f within or serving single <i>dwelling unit</i> | | No | | \$75 per system ^f |

(table continues on following page)

Table 14A-12-1204.2. (continued)

| Category of Work | Scope of Work | Drawings required | Zoning fee required | Permit fee |
|--|--|--|----------------------------|-------------------|
| Electrical (<i>cont'd</i>) | Installation of power generator, whether required or discretionary ^c | See Section 14E-2-215.5 | Yes ^e | \$750 |
| | Installation of power generator for residential building with 3 or fewer <i>dwelling units</i> (no mixed occupancy) ^c | | Yes ^e | \$75 |
| | Installation of emergency lighting system | | No | \$125 |
| | Installation of electrical system for outdoor illumination per 1,000 square feet of parking lot or landscape area | | No | \$75 |
| | Installation of up to 10 new circuits on a single service | | No | \$150 |
| | Installation of 11 to 20 new circuits on a single service | | No | \$300 |
| | Installation of 21 to 40 new circuits on a single service | | No | \$600 |
| | Installation of 41 to 80 new circuits on a single service | | No | \$1,500 |
| | Installation of 81 new circuits or more on a single service | | No | \$2,250 |
| | <i>Repair</i> or <i>alteration</i> of devices on existing electrical circuits | | No | No |
| Temporary electrical service | No | No | \$150 | |
| Environmental | Asbestos removal | See Section 11-4-2170 of the <i>Municipal Code</i> | | |
| | Installation of <i>regulated equipment</i> ^h | Yes ^a | No ^e | \$225 per piece |
| | Sandblasting, grinding, or chemically washing any structure ^c | See Section 11-4-130 of the <i>Municipal Code</i> | | |
| Fences and trash enclosures ^c | Installation of fence up to 6 feet high, any length, any material | No | No | \$150 |
| | Installation of fence over 6 feet high, or masonry wall, any length | Yes | Yes | \$300 |
| | Installation of trash enclosure | Yes ^a | Yes | \$150 each |

(table continues on following page)

Table 14A-12-1204.2. (continued)

| Category of Work | Scope of Work | Drawings required | Zoning fee required | Permit fee |
|-------------------------|--|--------------------------|----------------------------|---|
| Fire ^{b, c} | New fire detection systems, voice systems, fire command panel, exit signs, special locking arrangements, or fire alarm system or other new fire safety system-related review | Yes | No | \$150 per floor (minimum fee \$600) |
| | Modification of existing fire detection systems, voice systems, fire command panel, exit signs, special locking arrangements, or fire alarm system or other existing fire safety system-related review | Yes | No | \$150 per floor |
| | Fire escape installation, <i>alteration</i> , or <i>repair</i> on building up to 4 stories | Yes ^a | Yes | \$150 |
| | Fire escape installation, <i>alteration</i> or <i>repair</i> on building more than 4 stories, other than <i>high-rise building</i> | Yes ^a | Yes | \$450 |
| | Fire escape installation, <i>alteration</i> or <i>repair</i> on <i>high-rise building</i> | Yes ^a | Yes | \$900 |
| Mechanical (HVAC) | Duct extension or reconfiguration for existing ventilation system | No | No | \$75 |
| | Installation of new equipment for air conditioning (individual equipment) | Yes ^a | No | \$150 per dwelling unit or tenant space |
| | Installation of new chiller, cooling tower, or air-handling equipment serving more than one dwelling unit or tenant space, with no <i>alterations</i> to equipment room and no other construction | Yes ^a | Yes | \$600 |
| | Installation of new refrigeration equipment to serve food cooling, not part of other construction, including associated piping | Yes ^a | Yes | \$450 |

(table continues on following page)

Table 14A-12-1204.2. (continued)

| Category of Work | Scope of Work | Drawings required | Zoning fee required | Permit fee |
|----------------------------|---|--------------------------|----------------------------|---|
| Mechanical (HVAC) (cont'd) | <i>Repair or in-kind replacement of heating, cooling, or air-handling equipment (individual equipment)</i> | No | No | \$75 per equipment type and per dwelling unit or tenant space |
| | <i>Repair or in-kind replacement of heating, cooling, or air-handling equipment serving more than one dwelling unit or tenant space, with no alteration to equipment room</i> | No ^d | No | \$300 per equipment type |
| Miscellaneous structures | Canopy or marquee, installation or <i>alteration</i> | Yes | Yes | \$150 |
| | Wrecking detached <i>private garage or carport</i> | No | No | \$125 |
| | Detached <i>private garage or carport</i> of frame construction up to 600 square feet in <i>building area</i> , not more than 12 feet in <i>building height</i> , and without <i>occupiable rooftop</i> (includes electrical work and wrecking of existing <i>private garage or carport</i> , if any) | No | Yes | \$500 |
| Plumbing | Install private swimming pool or hot tub (electrical work as separate <i>permit</i>) | Yes | Yes | \$400 |
| | <i>Repair or in-kind replacement of hot water heater (individual equipment) or plumbing fixtures without alteration to plumbing in walls</i> | No | No | \$75 per dwelling unit, toilet room, or tenant space |
| | <i>Repair or in-kind replacement of hot water heater serving more than one dwelling unit or tenant space without alteration to plumbing in walls</i> | No | No | \$150 each |

(table continues on following page)

Table 14A-12-1204.2. (continued)

| Category of Work | Scope of Work | Drawings required | Zoning fee required | Permit fee |
|-------------------------|--|--------------------------|----------------------------|--|
| Plumbing (cont'd) | <i>Repair or in-kind replacement of plumbing piping, all occupancies</i> | No ^{a, d} | No | \$150 per dwelling unit, toilet room, or tenant space |
| | <i>Repair or in-kind replacement of plumbing riser within existing plumbing chase</i> | No ^{a, d} | No | \$150 per dwelling unit, toilet room, or tenant space served |
| Repairs | <i>Repair or in-kind replacement for minor scope of work, such as window or door replacement, not involving HVAC, electrical, or plumbing work</i> | No | No | \$175 per dwelling unit or tenant space |
| Roof | <i>Installation, alteration, or repair for a rooftop structure</i> | Yes ^a | Yes | \$175 |
| | <i>Roof repair or roof recover (no tear off)</i> | No | No | \$175 |
| | <i>Roof replacement</i> | No | No | \$450 |
| Signs ^c | <i>Sign less than 50 square feet in area</i> | Yes | Yes | \$50 per face |
| | <i>Sign from 50 square feet to less than 100 square feet in area</i> | Yes | Yes | \$100 per face |
| | <i>Sign from 100 square feet to less than 200 in area</i> | Yes | Yes | \$200 per face |
| | <i>Sign from 200 square feet to less than 500 square feet in area</i> | Yes | Yes | \$500 per face |
| | <i>Sign 500 square feet or greater in area</i> | Yes | Yes | \$1,000 per face |

(table continues on following page)

Table 14A-12-1204.2. (continued)

| Category of Work | Scope of Work | Drawings required | Zoning fee required | Permit fee |
|-------------------------|--|--------------------------|----------------------------|-------------------|
| Temporary structures | Construction trailers (single story) | No | No | \$250 per year |
| | Scaffolding | No | Yes | \$150 each |
| | <i>Temporary</i> structures, such as canopies, platforms, tents, trailers, seating stands, shipping containers, and stages, not exceeding 2,500 square feet in total floor area per event ⁱ | Yes ^a | Yes | \$250 |
| | <i>Temporary</i> seating stands covering more than 2,500 square feet of ground area | Yes | Yes | \$450 |

For SI: 1 foot = 304.8 mm; 1 square foot = 0.0929 m².

- a. Requirement for drawings or that drawings be prepared by a *registered design professional* may be waived by the *building official* based on specific scope of work.
- b. Fees for sprinkler system and/or standpipe reviews in Section 15-16-190 of the *Municipal Code* will be assessed in addition to the fees in Table 14A-12-1204.2.
- c. The fee for this scope of work will be assessed in addition to the *permit* fee calculated in accordance with Section 14A-12-1204.3.
- d. Where drawings are required, the fee will be assessed in accordance with Section 14A-12-1204.3.
- e. A zoning fee may be required based on the specific equipment and installation location.
- f. Telephone, security, cable, and media are each separate systems.
- g. This fee is in addition to any other fines, penalties, or other fees associated with the administrative request. See Sections 14A-4-413.9 and 14A-4-413.10 regarding time limits, Section 14A-4-413.9 regarding *permit* reinstatement, and Section 14A-4-412.4 regarding *permits* issued to resolve stop work orders.
- h. This fee is in addition to any *permit* fees for associated plumbing or electrical work.
- i. Where the total floor area of *temporary structures*, other than seating stands, exceeds 2,500 square feet per event, the permit fee must be calculated in accordance with Table 14A-12-1204.3(1) for Group U occupancies of Type V construction.

14A-12-1204.3 Permit fee factors.

Permit fee factors applicable to Section 14A-4-412.2 are as provided in Tables 14A-12-1204.3(1) through 14A-12-1204.3(6).

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Table 14A-12-1204.3(1). Construction Factor for New Construction

| Occupancy Classification per Chapter 14B-3 ^a | Construction Type per Chapter 14B-6 ^b | | | | | |
|---|---|---------|--------------|--------|------------|--------|
| | I | II | III | IV | V | |
| | Occupancy Classification per Chapter 13-56 ^a | | | | | |
| | Construction Type Per Chapter 13-60 ^b | | | | | |
| | I-A, I-B | I-C, II | III-B, III-C | III-A | IV-A, IV-B | |
| Group A-1 (with stage) | C-1 / C-2: theater with stage | \$0.69 | \$0.64 | \$0.62 | \$0.59 | \$0.54 |
| Group A-1 (without stage) | C-1 / C-2: theater without stage | \$0.63 | \$0.58 | \$0.56 | \$0.54 | NP |
| Group A-2 Group A-3 Group A-4 | C-1 / C-2: all other Assembly | \$0.56 | \$0.52 | \$0.49 | \$0.48 | \$0.43 |
| Group A-5 | D: Open Air Assembly | \$0.63 | \$0.58 | \$0.56 | \$0.53 | \$0.48 |
| Group B | E: Business | \$0.55 | \$0.50 | \$0.48 | \$0.45 | \$0.39 |
| Group E | C-3: Schools, Day Care Centers | \$0.56 | \$0.52 | \$0.51 | \$0.47 | \$0.42 |
| Group F | G-1 / G-2: Low & Moderate Hazard Industrial | \$0.32 | \$0.29 | \$0.28 | \$0.25 | \$0.21 |
| Group H | I: Hazardous Use | \$0.38 | \$0.35 | \$0.33 | \$0.31 | NP |
| Group I | B: Institutional | \$0.69 | \$0.64 | \$0.63 | \$0.56 | \$0.51 |
| Group M | F: Mercantile | \$0.39 | \$0.36 | \$0.34 | \$0.32 | \$0.28 |
| Group R-1 Group R-2 (except townhouses) Group R-3 | A2: all other Residential | \$0.54 | \$0.50 | \$0.50 | \$0.46 | \$0.41 |
| Group R-4 Group R-5 (except townhouses) | A1 / A-2: 1-, 2- and 3-unit buildings, private garages | \$0.43 | \$0.41 | \$0.40 | \$0.39 | \$0.36 |
| Group R-2 townhouses Group R-5 townhouses | A2: Townhouses | \$0.46 | \$0.41 | \$0.41 | \$0.37 | \$0.32 |
| Group S (except parking garages) | H-1 / H-2: Low and Moderate Hazard Storage | \$0.35 | \$0.27 | \$0.25 | \$0.23 | \$0.18 |
| Group S parking garages ^c | H-3: Garages ^c | \$0.23 | \$0.20 | \$0.19 | \$0.17 | \$0.14 |
| Group U | J: Miscellaneous Use | \$0.23 | \$0.20 | \$0.19 | \$0.17 | \$0.14 |

a. Buildings containing more than one occupancy will be assessed fees based on the *gross floor area* occupied by each occupancy. Common areas in mixed-occupancy buildings will be assessed fees based on the classification of the predominant occupancy. If a single occupancy occupies 85 percent or more of the *building area*, the entire fee will be based on that occupancy classification.

b. A *building* may only be classified as a single construction type.

c. The fee for parking garages attached to and associated with another occupancy will be assessed based on the associated occupancy.

Table 14A-12-1204.3(2). Construction Factor for Rehabilitation

| Occupancy Classification per Chapter 14B-3 ^{a, d} | Construction Type per Chapter 14B-6 ^b | | | | | |
|--|--|---------|--------------|--------|------------|--------|
| | I | II | III | IV | V | |
| | Occupancy Classification per Chapter 13-56 ^{a, d} | | | | | |
| | Construction Type Per Chapter 13-60 ^b | | | | | |
| | I-A, I-B | I-C, II | III-B, III-C | III-A | IV-A, IV-B | |
| Group A-1 (with stage) | C-1 / C-2: theater with stage | \$0.87 | \$0.81 | \$0.79 | \$0.75 | \$0.69 |
| Group A-1 (without stage) | C-1 / C-2: theater without stage | \$0.80 | \$0.74 | \$0.71 | \$0.68 | \$0.54 |
| Group A-2 Group A-3 Group A-4 | C-1 / C-2: all other Assembly | \$0.71 | \$0.66 | \$0.62 | \$0.60 | \$0.54 |
| Group A-5 | D: Open Air Assembly | \$0.79 | \$0.73 | \$0.71 | \$0.67 | \$0.61 |
| Group B | E: Business | \$0.69 | \$0.64 | \$0.61 | \$0.57 | \$0.50 |
| Group E | C-3: Schools, Day Care Centers | \$0.72 | \$0.66 | \$0.65 | \$0.60 | \$0.53 |
| Group F | G-1 / G-2: Low & Moderate Hazard Industrial | \$0.41 | \$0.37 | \$0.35 | \$0.32 | \$0.26 |
| Group H | I: Hazardous Use | \$0.49 | \$0.44 | \$0.42 | \$0.39 | NP |
| Group I | B: Institutional | \$0.87 | \$0.81 | \$0.80 | \$0.71 | \$0.64 |
| Group M | F: Mercantile | \$0.50 | \$0.46 | \$0.43 | \$0.41 | \$0.35 |
| Group R-1 Group R-2 (except townhouses) Group R-3 | A2: all other Residential | \$0.69 | \$0.64 | \$0.64 | \$0.58 | \$0.52 |
| Group R-4 Group R-5 (except townhouses) | A1 / A-2: 1-, 2- and 3-unit buildings, private garages | \$0.55 | \$0.52 | \$0.51 | \$0.50 | \$0.46 |
| Group R-2 townhouses Group R-5 townhouses | A2: Townhouses | \$0.58 | \$0.52 | \$0.52 | \$0.47 | \$0.41 |
| Group S (except parking garages) | H-1 / H-2: Low and Moderate Hazard Storage | \$0.44 | \$0.34 | \$0.32 | \$0.29 | \$0.23 |
| Group S parking garages ^c | H-3: Garages | \$0.29 | \$0.25 | \$0.24 | \$0.22 | \$0.18 |
| Group U ^d | J: Miscellaneous Use ^d | \$0.29 | \$0.25 | \$0.24 | \$0.22 | \$0.19 |

a. Buildings containing more than one occupancy will be assessed fees based on the *gross floor area* occupied by each occupancy. Common areas in mixed-occupancy buildings will be assessed fees based on the classification of the predominant occupancy. If a single occupancy occupies 85 percent or more of the *building area*, the entire fee will be based on that occupancy classification.

b. A *building* may only be classified as a single construction type.

c. The fee for parking garages attached to and associated with another occupancy will be assessed based on the associated occupancy.

d. The fee for demolition *permits* will be assessed based on the last row, regardless of occupancy.

Table 14A-12-1204.3(3). Scope of Review Factor for New Construction ^a

| Occupancy Classification | | Factor b, c | Description of Work | Minimum Fee ^d |
|--------------------------|---------------|----------------|---|--------------------------|
| Chapter 14B-3 | Chapter 13-56 | | | |
| Group A | C, D | 0.25 | Not applicable | |
| | | 0.5 | | |
| | | 0.75 | | |
| | | 1.0 | All new construction, including first buildout of tenant space | \$3,000 |
| Group B | E | 0.25 | Not applicable | |
| | | 0.5 | Free-standing kiosks used for retail or business which require review by more than one discipline | \$750 |
| | | | First buildout of a tenant space, including sales centers and model units, excluding <i>telecommunication equipment areas</i> | \$750 |
| | | 0.75 | Single-story building | \$3,000 |
| | | 1.0 | Multi-story building or mixed occupancy | \$3,000 |
| | | | First buildout of a <i>telecommunication equipment area</i> | \$2,000 |
| Group E | C-3 | 0.25 | Not applicable | |
| | | 0.5 | First buildout of a tenant space | \$750 |
| | | 0.75 | Not applicable | |
| | | 1.0 | All new construction | \$3,000 |
| Group F | G | 0.25 | Not applicable | |
| | | 0.5 | Not applicable | |
| | | 0.75 | Single-story building without <i>regulated equipment</i> | \$2,000 |
| | | 1.0 | Multi-story building or mixed occupancy without <i>regulated equipment</i> | \$3,000 |
| | | 1.25 | Facilities with <i>regulated equipment</i> | \$3,000 |
| Group H | I | 0.25 | Not applicable | |
| | | 0.5 | Not applicable | |
| | | 0.75 | Not applicable | |
| | | 1.0 | All new construction without <i>regulated equipment</i> | \$3,000 |
| | | 1.25 | Facilities with <i>regulated equipment</i> | \$3,000 |

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Table 14A-12-1204.3(3). (continued)

| Occupancy Classification | | Factor b, c | Description of Work | Minimum Fee ^d |
|--------------------------|---------------|----------------|---|--------------------------|
| Chapter 14B-3 | Chapter 13-56 | | | |
| Group I | B | 0.25 | Not applicable | |
| | | 0.5 | | |
| | | 0.75 | | |
| | | 1.0 | All new construction | \$2,000 |
| Group M | F | 0.25 | Not applicable | |
| | | 0.5 | Free-standing kiosks used for retail or business which require review by more than one discipline | \$750 |
| | | | First buildout of a tenant space, including sales centers and model units | \$750 |
| | | 0.75 | Single-story building | \$3,000 |
| | | 1.0 | Multi-story building or mixed occupancy | \$3,000 |
| Group R | A | 0.25 | Not applicable | |
| | | 0.5 | Detached <i>private garage</i> or <i>carport</i> (fee in addition to primary residence fee) | \$500 |
| | | 0.75 | Residential construction with a maximum of 4 stories and maximum of 3 dwelling units | \$2,000 |
| | | 1.0 | Residential construction with 4 or more stories or 4 or more dwelling units or mixed occupancy | \$3,000 |
| Group S | H | 0.25 | Not applicable | |
| | | 0.5 | | |
| | | 0.75 | Single-story building without <i>regulated equipment</i> | \$2,000 |
| | | 1.0 | Multi-story building or mixed occupancy without <i>regulated equipment</i> | \$3,000 |
| | | 1.25 | Facilities with <i>regulated equipment</i> | \$3,000 |

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Table 14A-12-1204.3(3). (continued)

| Occupancy Classification | | Factor b, c | Description of Work | Minimum Fee ^d |
|--------------------------|---------------|----------------|---|--------------------------|
| Chapter 14B-3 | Chapter 13-56 | | | |
| Group U | J | 0.25 | Not applicable | |
| | | 0.5 | Temporary structures not covered in Table 14A-4-412.1 | \$250 |
| | | 0.75 | Single-story buildings and structures not more than 15 feet above the ground, such as parking lots, bridges, bus shelters, and retaining walls and not covered in Table 14A-4-412.1 | \$250 |
| | | 1.0 | Multi-story buildings and structures more than 15 feet above the ground, such as utility plants, cell phone towers and equipment, station houses, and rail stations | \$3,000 |

For SI: 1 foot = 304.8 mm.

- a. Stop work order penalties provided for in Section 14A-4-412.4 are in addition to these *permit* fees.
- b. Where more than one scope of review factor applies because of the diverse scope of work, the highest applicable multiplier applies to all areas.
- c. Mixed occupancy will always have a minimum factor of 1.0 for all areas.
- d. A minimum fee of \$302 applies to all *permits*.

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Table 14A-12-1204.3(4). Scope of Review Factor for Rehabilitation ^a

| Occupancy Classification | | Factor ^{b, c} | Description of Work | Minimum Fee ^d |
|--------------------------|--|---------------------------|---|--------------------------|
| Chapter 14B-3 | Chapter 13-56 | | | |
| All | All | 0.2 | Demolition (where drawings not required) | \$500 |
| | | | Demolition (where drawings required) | \$1,000 |
| | | 0.25 | Level 1 <i>alteration</i> | \$500 |
| | | | <i>Roof repair</i> or <i>roof recover</i> with structural <i>repair</i> | \$500 |
| | | | <i>Repair</i> or <i>in-kind replacement</i> of existing porch, balcony, deck, exterior stair, or occupiable rooftop (no <i>alteration</i>) | \$200 each |
| | | | For any scope under this multiplier: no structural work other than as noted, no expansion of sprinkler piping, no mixed occupancy | |
| | | 0.5 | Installation or <i>alteration</i> of porch, balcony, deck, exterior stair, or occupiable rooftop | \$200 each |
| | | | Structural <i>repair</i> as entire scope of work | \$750 |
| | | 0.75 | <i>Change of occupancy</i> without an increase in the hazard index number | \$2,000 |
| | | | Relocated building | \$1,500 |
| 1.0 | <i>Change of occupancy</i> with an increase in the hazard index number | \$3,000 | | |
| Group A | C, D | 0.25 | <i>Repair</i> or <i>in-kind replacement</i> of single discipline MEP system (no <i>alteration</i>) | \$500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 0.5 | <i>Repair</i> or <i>in-kind replacement</i> of more than one MEP system (no <i>alteration</i>) | \$1,500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 0.75 | Level 2 or Level 3 <i>alteration</i> , occupant load less than 300 | \$1,500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |

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Table 14A-12-1204.3(4). (continued)

| Occupancy Classification | | Factor b, c | Description of Work | Minimum Fee ^d | | |
|--------------------------|------------------|---|---|--------------------------|--|--|
| Chapter 14B-3 | Chapter 13-56 | | | | | |
| Group A (cont'd) | C, D (cont'd) | 1.0 | Level 2 or Level 3 <i>alteration</i> , occupant load 300 or more | \$1,500 | | |
| | | | <i>Alteration</i> to occupancy separation | \$500 | | |
| | | | <i>Addition</i> to building or increase in occupant load | \$1,500 | | |
| | | | Change of use to restaurant or other facility requiring public health inspection | \$3,000 | | |
| | | | Structural work | \$1,000 | | |
| | | | Wrigleyville Rooftop Club: level 2 or 3 <i>alteration</i> | \$1,500 | | |
| | | | Wrigleyville Rooftop Club: <i>addition</i> or increase in occupant load | \$3,000 | | |
| Group B | E | 0.25 | <i>Repair</i> or <i>in-kind replacement</i> of single discipline MEP system (no <i>alteration</i>) | \$500 | | |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | | | |
| | | 0.5 | Level 2 or Level 3 <i>alteration</i> to a single tenant space on a single floor, including existing <i>telecommunication equipment area</i> | \$750 | | |
| | | | Level 2 or Level 3 <i>alteration</i> to common areas on a single floor | \$750 | | |
| | | | <i>Repair</i> or <i>in-kind replacement</i> of more than one MEP system (no <i>alteration</i>) | \$750 | | |
| | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy or tenant separations | | | | |
| | | 0.75 | Level 2 or Level 3 <i>alteration</i> to multiple tenant spaces or multiple floors | \$1,500 | | |
| | | | Level 2 or Level 3 <i>alteration</i> to common areas on multiple floors | \$750 | | |
| | | | Level 2 or Level 3 <i>alteration</i> to restaurant or other facility requiring public health inspection (no expansion) | \$500 | | |
| | | | Level 2 or Level 3 <i>alteration</i> including creation or reconfiguration of fire separations | \$1,500 | | |
| | | | For any scope under this multiplier: no expansion of sprinkler piping, no changes to mixed occupancy separations | | | |

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Table 14A-12-1204.3(4). (continued)

| Occupancy Classification | | Factor b, c | Description of Work | Minimum Fee ^d |
|--------------------------|---------------|----------------|---|--------------------------|
| Chapter 14B-3 | Chapter 13-56 | | | |
| Group B (cont'd) | E (cont'd) | 1.0 | Level 2 or Level 3 <i>alteration</i> including expansion of sprinkler piping | \$1,500 |
| | | | Creation or expansion of restaurant or other facility requiring public health inspection | \$1,500 |
| | | | Installation of new <i>telecommunication equipment area</i> where none previously existed | \$2,000 |
| | | | Level 2 or Level 3 <i>alteration</i> including creation or reconfiguration of mixed occupancy separations | \$3,000 |
| | | | <i>Addition</i> to building | \$1,500 |
| Group E | C-3 | 0.25 | <i>Repair or in-kind replacement</i> of single discipline MEP system (no <i>alteration</i>) | \$500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 0.5 | <i>Repair or in-kind replacement</i> of more than one MEP system (no <i>alteration</i>) | \$1,500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 0.75 | Level 2 or Level 3 <i>alteration</i> | \$500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 1.0 | Level 2 or Level 3 <i>alteration</i> including expansion of sprinkler piping | \$1,500 |
| | | | Level 2 or Level 3 <i>alteration</i> including creation or reconfiguration of mixed occupancy separations | \$3,000 |
| | | | <i>Addition</i> to building | \$1,500 |
| | | | Structural work | \$1,500 |

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Table 14A-12-1204.3(4). (continued)

| Occupancy Classification | | Factor b, c | Description of Work | Minimum Fee ^d |
|--------------------------|--|--|---|--------------------------|
| Chapter 14B-3 | Chapter 13-56 | | | |
| Group F | G | 0.25 | <i>Repair or in-kind replacement</i> of single discipline MEP system (no <i>alteration</i>) | \$500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 0.5 | <i>Repair or in-kind replacement</i> of more than one MEP system (no <i>alteration</i>) | \$1,500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 0.75 | Level 2 or Level 3 <i>alteration</i> to single-story building, including structural work | \$750 |
| | | | For any scope under this multiplier: no expansion of sprinkler piping, no changes to mixed occupancy separations, no installation or <i>alteration</i> of <i>regulated equipment</i> | |
| | | 1.0 | Level 2 or Level 3 <i>alteration</i> to multi-story building | \$1,500 |
| | | | <i>Addition</i> to building | \$2,000 |
| | | | Level 2 or Level 3 <i>alteration</i> including creation or reconfiguration of mixed occupancy separations or expansion of sprinkler piping | \$3,000 |
| | | For any scope under this multiplier: no installation or <i>alteration</i> of <i>regulated equipment</i> | | |
| 1.25 | Any work including installation or <i>alteration</i> of <i>regulated equipment</i> | \$500 | | |
| Group H | I | 0.25 | <i>Repair or in-kind replacement</i> of single discipline MEP system (no <i>alteration</i>) | \$500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 0.5 | <i>Repair or in-kind replacement</i> of more than one MEP system (no <i>alteration</i>) | \$1,500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |

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Table 14A-12-1204.3(4). (continued)

| Occupancy Classification | | Factor b, c | Description of Work | Minimum Fee ^d |
|--|--|----------------|---|--------------------------|
| Chapter 14B-3 | Chapter 13-56 | | | |
| Group H (cont'd) | I (cont'd) | 0.75 | Level 2 or Level 3 <i>alteration</i> to single-story building, including structural work | \$750 |
| | | | For any scope under this multiplier: no expansion of sprinkler piping, no changes to mixed occupancy separations, no installation or <i>alteration</i> of <i>regulated equipment</i> | |
| | | 1.0 | Level 2 or Level 3 <i>alteration</i> to multi-story building | \$1,500 |
| | | | <i>Addition</i> to building | \$2,000 |
| | | | Level 2 or Level 3 <i>alteration</i> including creation or reconfiguration of mixed occupancy separations or expansion of sprinkler piping | \$3,000 |
| For any scope under this multiplier: no installation or <i>alteration</i> of <i>regulated equipment</i> | | | | |
| 1.25 | Any work including installation or <i>alteration</i> of <i>regulated equipment</i> | \$500 | | |
| Group I | B | 0.25 | Not applicable | |
| | | 0.5 | | |
| | | 0.75 | Level 2 or Level 3 <i>alteration</i> without expansion of sprinkler piping | \$1,500 |
| | | | <i>Repair</i> or <i>in-kind replacement</i> of single discipline MEP system (no <i>alteration</i>) | \$500 |
| | | | For any scope under this multiplier: no expansion of sprinkler piping, no mixed occupancy, no <i>alteration</i> or creation of machine room | |
| | | 1.0 | Level 2 or Level 3 <i>alteration</i> with expansion of sprinkler piping | \$3,000 |
| | | | Any work including <i>alteration</i> to machine room | \$2,000 |
| | | | <i>Addition</i> to building | \$3,000 |
| Any work with mixed occupancy | \$2,000 | | | |
| Group M | F | 0.25 | <i>Repair</i> or <i>in-kind replacement</i> of single discipline MEP system (no <i>alteration</i>) | \$500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |

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Table 14A-12-1204.3(4). (continued)

| Occupancy Classification | | Factor b, c | Description of Work | Minimum Fee ^d |
|--------------------------|---------------|----------------|---|--------------------------|
| Chapter 14B-3 | Chapter 13-56 | | | |
| Group M (cont'd) | F (cont'd) | 0.5 | Level 2 or Level 3 <i>alteration</i> to a single tenant space on a single floor, including existing <i>telecommunication equipment area</i> | \$750 |
| | | | Level 2 or Level 3 <i>alteration</i> to common areas on a single floor | \$750 |
| | | | <i>Repair or in-kind replacement</i> of more than one MEP system (no <i>alteration</i>) | \$750 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy or tenant separations | |
| | | 0.75 | Level 2 or Level 3 <i>alteration</i> to multiple tenant spaces or multiple floors | \$1,500 |
| | | | Level 2 or Level 3 <i>alteration</i> to common areas on multiple floors | \$750 |
| | | | Level 2 or Level 3 <i>alteration</i> to restaurant or other facility requiring public health inspection (no expansion) | \$500 |
| | | | Level 2 or Level 3 <i>alteration</i> including creation or reconfiguration of fire separations | \$1,500 |
| | | | For any scope under this multiplier: no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 1.0 | Level 2 or Level 3 <i>alteration</i> including expansion of sprinkler piping | \$1,500 |
| | | | Creation or expansion of restaurant or other facility requiring public health inspection | \$1,500 |
| | | | Installation of new <i>telecommunication equipment area</i> where none previously existed | \$2,000 |
| | | | Level 2 or Level 3 <i>alteration</i> including creation or reconfiguration of mixed occupancy separations | \$3,000 |
| | | | <i>Addition</i> to building | \$1,500 |

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Table 14A-12-1204.3(4). (continued)

| Occupancy Classification | | Factor b, c | Description of Work | Minimum Fee ^d |
|--------------------------|---------------|----------------|---|--------------------------|
| Chapter 14B-3 | Chapter 13-56 | | | |
| Group R | A | 0.25 | Repair or in-kind replacement of single discipline MEP system (no alteration) | \$500 |
| | | | Structural repair as entire scope of work, building with 1-3 dwelling units and no mixed occupancy | \$500 |
| | | | For any scope under this multiplier: no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 0.5 | Level 2 or Level 3 alteration, building with 1-3 dwelling units and no mixed occupancy | \$500 |
| | | | Level 2 or Level 3 alteration to single dwelling unit | \$500 |
| | | | Repair or in-kind replacement of more than one MEP system (no alteration) | \$1,500 |
| | | | Structural repair as entire scope of work, building with 4 or more dwelling units and no mixed occupancy | \$500 |
| | | | For any scope under this multiplier: no expansion of sprinkler piping, no changes to mixed occupancy separations or demising walls, no change in number of dwelling units | |
| | | 0.75 | Addition to building with 1-3 dwelling units and no mixed occupancy | \$750 |
| | | | Level 2 or Level 3 alteration to 4-29 dwelling units or sleeping units and common areas in same building | \$250 per unit |
| | | | For any scope under this multiplier: no non-residential occupancy in scope, no expansion of sprinkler piping, no changes to mixed occupancy separations or demising walls, no change in number of dwelling units | |
| | | 1.0 | Addition to building with 4 or more dwelling units or any number of sleeping units | \$2,000 |
| | | | Alteration to mixed-occupancy separation | \$2,000 |
| | | | Level 2 or Level 3 alteration to 30 or more dwelling units or sleeping units and common areas in same building | \$250 per unit |
| | | | Decrease in number of dwelling units | \$750 |
| | | | Increase in number of dwelling units | \$1,500 |
| | | | Work includes expansion of sprinkler piping | \$1,500 |

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Table 14A-12-1204.3(4). (continued)

| Occupancy Classification | | Factor b, c | Description of Work | Minimum Fee ^d |
|--------------------------|--|----------------|---|--------------------------|
| Chapter 14B-3 | Chapter 13-56 | | | |
| Group S | H | 0.25 | Repair or <i>in-kind</i> replacement of single discipline MEP system (no <i>alteration</i>) | \$500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 0.5 | Repair or <i>in-kind</i> replacement of more than one MEP system (no <i>alteration</i>) | \$1,500 |
| | | | For any scope under this multiplier: no structural work, no expansion of sprinkler piping, no changes to mixed occupancy separations | |
| | | 0.75 | Level 2 or Level 3 <i>alteration</i> to single-story building, including structural work | \$750 |
| | | | For any scope under this multiplier: no expansion of sprinkler piping, no changes to mixed occupancy separations, no installation or <i>alteration</i> of <i>regulated equipment</i> | |
| | | 1.0 | Level 2 or Level 3 <i>alteration</i> to multi-story building | \$1,500 |
| | | | <i>Addition</i> to building | \$2,000 |
| | | | Level 2 or Level 3 <i>alteration</i> including creation or reconfiguration of mixed occupancy separations or expansion of sprinkler piping | \$3,000 |
| | | | For any scope under this multiplier: no installation or <i>alteration</i> of <i>regulated equipment</i> | |
| 1.25 | Any work including installation or <i>alteration</i> of <i>regulated equipment</i> | \$500 | | |

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Table 14A-12-1204.3(4). (continued)

| Occupancy Classification | | Factor ^{b, c} | Description of Work | Minimum Fee ^d |
|--------------------------|---------------|------------------------|---|--------------------------|
| Chapter 14B-3 | Chapter 13-56 | | | |
| Group U | J | 0.25 | Not applicable | |
| | | 0.5 | | |
| | | 0.75 | Alterations to single-story buildings and structures not more than 15 feet above the ground, such as parking lots, bridges, bus shelters, and retaining walls | \$250 |
| | | 1.0 | Multi-story buildings and structures more than 15 feet above the ground, such as utility plants, cell phone towers and equipment, station houses, and rail stations | \$500 |
| | | | Addition to building | \$500 |

For SI: 1 foot = 304.8 mm.

- Stop work order penalties provided for in Section 14A-4-412.4 are in addition to these *permit* fees.
- Where more than one scope of review factor applies because of the diverse scope of work, the highest applicable multiplier applies to all areas.
- Mixed occupancy will always have a minimum factor of 1.0 for all areas.
- A minimum fee of \$302 applies to all *permits*.

Table 14A-12-1204.3(5). Scope of Review Factor for Exterior Wall Rehabilitation^a

| Factor ^b | Description of Work | Minimum Fee ^c |
|---------------------|--|--------------------------|
| 0.05 | Tuckpointing and <i>repair</i> to unit masonry | \$300 |
| | Siding <i>repair</i> or <i>in-kind</i> replacement | \$300 |
| 0.10 | Window wall and curtain wall <i>repair</i> or <i>in-kind</i> replacement | \$500 |
| 0.5 | Lintel <i>repair</i> (based on contributing area supported by lintel) | \$250 |
| | Concrete <i>repair</i> | \$500 |
| 1.0 | Parapet rebuilding | \$250 |
| | Fascia <i>repair</i> or <i>in-kind</i> replacement | \$250 |
| | <i>Repair</i> to decorative projecting elements, such as cornices | \$250 |

- Stop work order penalties provided for in Section 14A-4-412.4 are in addition to these *permit* fees.
- Where more than one scope of review factor applies to the proposed work, the *permit* application must indicate the area of each type of work, and the applicable factor will be applied to each area.
- A minimum fee of \$302 applies to all *permits*.

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Table 14A-12-1204.3(6). Scope of Review Factor for Phased Permitting ^a

| Factor ^b | Description of Work | Minimum Fee ^c |
|----------------------------|--|---------------------------------|
| 0.25 | Caissons only, or slurry wall only, or grade beams only | \$600 |
| | Interior demolition work, including the removal of mechanical, electrical, and plumbing systems, with no structural work and no <i>alteration</i> of fire separations, in preparation for <i>rehabilitation</i> work | \$300 |
| 0.5 | All other below-grade construction (foundation, below grade floors) | \$3,000 |
| 0.75 | Above-grade new construction or <i>addition</i> work where same <i>building area</i> will be permitted in more than one phase of construction | \$3,000 |
| | Interior demolition work, with structural work or <i>alteration</i> of fire separations, in preparation for <i>rehabilitation</i> work | \$1,000 |
| | <i>Rehabilitation</i> work with interior demolition work for same <i>building area</i> permitted as a separate phase | per Table 14A-12-1204.3(4)) |
| 1.0 | Above-grade new construction or <i>addition</i> with only below-grade work as a separate phase | \$3,000 |

a. Stop work order penalties provided for in Section 14A-4-412.4 are in addition to these *permit* fees.

b. Where more than one scope of review factor applies because of the diverse scope of work, the highest applicable multiplier applies to all areas.

c. A minimum fee of \$302 applies to all *permits*.

14A-12-1204.4 Stop work order.

Where a penalty must be added to the permit fee in accordance with Section 14A-4-412.4 it must be assessed in accordance with Table 14A-12-1204.4.

Where the stop work order was issued because work was done by a *person* lacking a *trade license* required under the *Municipal Code* or by a *person* required by the *Municipal Code* to be listed on the *permit* application who was not listed, the penalty is the amount provided in Table 14A-12-1204.4 based on the amount of the regular permit fee plus \$1,000.

Table 14A-12-1204.4. Stop Work Order Penalty

| Regular Permit Fee | Penalty Amount |
|---------------------------|--|
| Up to \$500 | 100% of regular permit fee |
| \$501 to \$1,000 | \$625 |
| \$1,001 to \$1,500 | \$750 |
| \$1,501 to \$2,000 | \$875 |
| \$2,001 to \$2,500 | \$1,000 |
| \$2,501 to \$3,000 | \$1,125 |
| \$3,001 to \$3,500 | \$1,375 |
| Greater than \$3,500 | \$1,375 plus \$75 for each increment or partial increment of \$500 by which the regular permit fee exceeds \$3,500 |

14A-12-1205 CHAPTER 5.

14A-12-1205.1 General.

Fees applicable to the provisions of Chapter 5 are as provided in Table 14A-12-1205.1.

Table 14A-12-1205.1. Fees – Chapter 5

| Section | Description | Amount |
|----------------|---|---------------|
| 14A-5-501.4 | Reinspection fee (per inspection) | \$100 |
| 14A-5-501.5 | Extra inspection fee (per inspector, per hour or fractional hour) | \$100 |
| | Minimum fee | \$250 |

14A-12-1206 CHAPTER 6.

14A-12-1206.1 General.

Fees applicable to the provisions of Chapter 6 are as provided in Table 14A-12-1206.1.

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Table 14A-12-1206.1. Fees – Chapter 6

| Section | Description | Amount |
|------------------------------------|--|---------------|
| 14A-6-601.1.2 | Per reinspection | \$100 |
| 14A-6-601.1.3 | Late payment penalty (per each 30 days past due) | \$5 |
| 14A-6-602 | Periodic inspection – Group A occupancy | |
| | First 25,000 square feet (or fraction thereof) | \$120 |
| | Each additional 25,000 square feet (or fraction thereof) | \$60 |
| | Periodic inspection – other than Group A occupancy | |
| | First 25,000 square feet (or fraction thereof) | \$80 |
| | Each additional 25,000 square feet (or fraction thereof) | \$40 |
| 14A-6-603.2 | Filing fee | \$75 |
| | Re-review fee for deficient report | \$75 |
| 14A-6-603.3 | Filing fee | \$25 |
| | Re-review fee for deficient report | \$25 |
| 14A-6-603.4 | Filing fee | \$75 |
| | Re-review fee for deficient report | \$75 |
| 14A-6-603.5 | Filing fee | \$75 |
| | Re-review fee for deficient report | \$75 |
| 14A-6-604.2 | Per curtain | \$100 |
| 14A-6-604.3 | Per tank (including support structure) | \$150 |
| 14A-6-605 | Elevator, vertical reciprocating conveyor, or manlift | |
| | 10 <i>stories</i> or less ^a | \$105 |
| | 11 to 20 <i>stories</i> ^a | \$125 |
| | 21 to 30 <i>stories</i> ^a | \$140 |
| | Over 30 <i>stories</i> ^a | \$155 |
| | Escalator or moving walk | \$75 |
| | Movable stage or orchestra floor | \$125 |
| | Platform lift | \$75 |
| | Hinged platform lift for trucks or loading docks | \$45 |
| | Material lifts | \$105 |
| | Platform lift or stairway lift | \$50 |
| | Mechanical amusement riding device | |
| | Coin-operated (annual permit required) | n/a |
| Other than coin-operated | \$100 | |
| Any other <i>conveyance device</i> | \$75 | |
| 14A-6-606.2 | Per 1,000 cubic feet per minute of required supply and exhaust (minimum fee: \$50) | \$5 |
| 14A-6-606.3 | Per generator or compressor ^b | |
| | Capacity of 3 tons or less | \$50 |
| | Capacity over 3 tons and not over 30 tons | \$60 |
| | Capacity over 30 tons and not over 100 tons | \$70 |
| | Capacity over 100 tons and not over 1,000 tons | \$80 |
| | Capacity over 1,000 tons | \$100 |

(table continues on following page)

Table 14A-12-1206. (continued)

| | | |
|-------------|---|------------------|
| 14A-6-606.4 | Per boiler | |
| | Capacity over 288,000 and not over 2.4 million BTU/hr | \$50 |
| | Capacity over 2.4 million and not over 6 million BTU/hr | \$75 |
| | Capacity over 6 million BTU/hr | \$85 |
| 14A-6-607 | Per unfired pressure vessel | |
| | Diameter under 18 inches | \$45 |
| | Diameter between 18 and 36 inches | \$55 |
| | Diameter of 36 inches or more | \$65 |
| | Signs | See Ch. 13-20 |

a. Skip stops must be included when determining number of *stories*.

b. Compressor capacity is based on the applicable Air-Conditioning and Refrigeration Institute published rating for the equipment involved.

14A-12-1207 CHAPTER 7.

14A-12-1207.1 General.

Fees applicable to the provisions of Chapter 7 are as provided in Table 14A-12-1207.1.

Table 14A-12-1207.1. Fees – Chapter 7

| Section | Description | Amount |
|----------------|------------------------------------|----------------|
| 14A-7-702.3 | Temporary certificate of occupancy | <i>by rule</i> |

14A-12-1208 CHAPTER 8.

14A-12-1208.1 General.

Fees applicable to the provisions of Chapter 8 are as provided in Table 14A-12-1208.1.

Table 14A-12-1208.1. Fees – Chapter 8

| Section | Description | Amount |
|----------------|--|---------------|
| 14A-8-802.5 | Base fee per location | \$125 |
| | Add per each occupant in excess of 300 | \$1 |
| | Add per each sign in excess of 1 | \$100 |
| | Replacement sign (each) | \$100 |

14A-12-1209 [RESERVED]

14A-12-1210 CHAPTER 10.

14A-12-1210.1 General.

Fees applicable to the provisions of Chapter 10 are as provided in Table 14A-12-1210.1.

Table 14A-12-1210.1. Fees – Chapter 10

| Section | Description | Amount |
|-----------------|--|-------------------------------------|
| 14A-10-1003.3 | For requests submitted before work is performed or for approval of a non-conforming condition which has existed for at least 10 years. | \$150 |
| | For requests submitted after the work that is the subject of the request has been completed without a required <i>permit</i> or subject to a conditional <i>permit</i> . | \$300 |
| | For requests to review a report under Chapter 13 of the <i>Chicago Building Rehabilitation Code</i> | \$750 plus 10% of <i>permit</i> fee |
| 14A-10-1004.3.1 | Application fee | \$750 |
| 14A-10-1005.4.1 | For appeals related to a single-family residential building or structure accessory to a single-family residential building | \$200 |
| | For all other appeals | \$500 |

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