



## *Section 1: Eligibility and Restrictions*

### *Rule 1*

Participation in the Model Sales Center Program shall be confined to residential townhouses And single-family homes only.

### *Rule 2*

No more than four (4) model unit permits shall be issued for any single project.

### *Rule 3*

The temporary heat provided for the model unit shall be provided by electric service only.  
Section II. Interdepartmental and Technical Requirements.

### *Rule 4*

For those models being newly constructed, there shall be no hook-up to the CITY OF CHICAGO water service.

### *Rule 5*

Permit application must obtain approval from the Department of Zoning.

### *Rule 6*

For model condominium units, if a sprinkler system will be required for full and completed condominium building, the existing or new sprinkler system shall be operational up to the floor of the model unit plus two (2) floors above such unit.

### *Rule 7*

The owner/developer and the architect shall attend a Preliminary Review Meeting with the deputy commissioner or director of plan examination prior to submittal of the application.

### *Rule 8*

Architect may be required to certify code compliance prior to full residential use of the model unit.

### **SECTION III Application**

#### ***Rule 9***

Owner/Developer shall provide an executed "Letter of Responsibility."

#### ***Rule 10***

Owner/Developer shall post a letter of credit in an amount equal to the listed sales price of a fully built residential unit on such form as required by the Commissioner.

#### ***Rule 11***

Owner/Developer shall record a notice with the cook county Recorder of Deeds prior to the issuance of the temporary permit. Said notice shall be on such form as required by the Commissioner.

### **Section IV Post-Permit Requirements**

#### ***Rule 12***

Owner/Developer shall post a notice on less than two feet by two feet in size nearest the main entrance to the model unit as practicable. The notice shall be dated as of the date of issuance of the permit and shall remain in place for the existence of the units as a model. It may be removed only upon issuance of a certificate of occupancy for the permanent use of such model as a residential unit. The notice shall contain the following language:

\_\_\_\_\_ ( Address) \_\_\_\_\_ ( unit) \_\_\_\_\_ "HIS UNIT WAS CONSTRUCTED TEMPORARY USE AS A SALES MODEL PURUANT TO PERMIT # \_\_\_\_\_ DATED \_\_\_\_\_. IT MAY NOT BE SOLD OR USED AS A PERMANENT RESIDENCE SUCH AS A VALID PERMIT AND CERTIFICATION OF OCCUPANCY HAS BEEN ISSUED BY THE DEPARTMENT OF BUILDINGS.

#### ***Rule 13***

Model unit shall be subject to a full field inspection prior to its temporary business use as a sales center.

#### ***Rule 14***

Prior to permanent use as a residential unit, Owner/Developer shall resubmit the model to full plan review and obtain permit and certificate of occupancy.