

# COMMERCIAL BUILDINGS IN EAST PEORIA

## General Information

The following information is required at time of application:

1. Project name and address
2. Owner's name, address, fax, and telephone number
3. Contractor's name, address, fax and telephone number(s)
4. Project's construction value
5. Complete set of construction plans
6. Energy Compliance

## Construction Plans

Four sets of plans, sealed by a registered, licensed architect or engineer, are required. Construction plans include: (1) building plans with specifications, (2) Energy Comcheck plans, (3) elevations with exterior materials shown, (4) a site plan, (5) a landscaping plan, (6) plumbing & electrical plans, (7) HVAC plans, (8) door, window and interior wall schedule (9) Fire alarm, sprinkler plans, (10) hood plans if applicable.

These plans will be reviewed for conformance with:

- IBC Building Code (2012)
- National Electrical Code (2014)
- IECC Energy Code (2012)
- 2012 International Property Maintenance code
- Illinois Plumbing Code (most current version)
- IFC International Fire Prevention Code (2012)
- IMC International Mechanical Code (2012)
- 2012 NFPA 101 Life Safety Code
- NFPA standards regarding aerosol manufacture and storage, tire storage, commercial cooking equipment, fire sprinklers, standpipes, and others.
- City Codes regarding use of 100% brick, block, or other building materials on street frontage, key lock box systems, elevator size, exits and fire lanes.

Construction plans are reviewed by the Commercial Inspector. Depending upon the completeness and clarity of the plans, the City will approve building plans as expeditiously as possible. The applicant is responsible for the following plan fees:

\*These service fees are not waived in the Enterprise Zone.

Life Safety review \$300 – see Attachment A  
Sprinkler System Review \$300 – see Attachment B  
Commercial Hood System Review \$300 – see Attachment C  
Alarm System Review \$300 – see Attachment D  
Wastewater Plan Review – see Attachment E  
Water Department Plan Review - see Attachment F

At the time of application and review, a Commercial Checklist will be given to the applicant. The Checklist must be initialed by the other departments in the City and brought back to the Planning Department before issuance of the building permit.

**Building Plans with Specifications**

Building plans shall indicate the Use Group and Construction Type and show the following:

- Energy Compliance Report to accompany plans.
- The type, size and location of perimeter and isolated footings.
- Floor plan with the proposed use of each space; means of egress, stairway, exit and corridor sizes, and the size of wall openings.
- A typical wall section, footing to ridge board.
- Type, size, location, and span as appropriate, for all structural members such as the columns, joists, headers, beams, rafters, trusses, girders, etc.
- Locations of electrical box, outlets, and lighting exit lights and power supply.
- Locations of plumbing fixtures, underground, and isometric drawings.
- Fire resistive construction and fire protection systems.

**Elevations with Exterior Materials Shown**

Display building elevations for front, side, and rear with exterior materials and any wall signs identified. Buildings are required to cover one-half or more of any façade having street frontage with material such as brick, split-face block, stucco, or drivet.

**Site Plan**

A site plan is required that shows property lines, existing and proposed buildings, streets, driveways and parking areas, landscaping, storm water detention areas, free-standing signs, and existing fire hydrants.

**Parking**

All drives and parking areas must be hard surfaced. The minimum parking spaces size is 9’ x 18’, and drives and aisles must be 24’. One handicap parking space is required for the first twenty parking spaces, two spaces for up to fifty spaces, etc.

Listed below are some common uses and the required number of spaces, information on additional uses is also available. Employee parking may also be required.

- Restaurants.....One space per 100 ft floor area
- General Retail.....One space per 200 ft retail floor area
- Professional Offices.....One space per 250 ft floor area

**Storm Water Management**

All new construction shall be designed to prevent runoff from a 25-year rainfall event. The rate of runoff from the site shall not exceed runoff prior to development. Design calculations for detention and discharge shall be submitted with plans showing locations for storm water storage. Methodology for calculating runoff shall use Soil Conservation Service programs.

**Landscaping**

Trees and shrubs are required in the front yard, along and around the side or rear yard of any property that is abutting residential and around and possibly within the parking lot. The amount of landscaping is based upon the linear feet of street frontage multiplied by .5, property abutting residential uses and number of parking spaces. Shade trees, evergreens, ornamental trees, and shrubs are all allowed. See attachment.

### **Flood Plain/Wetlands**

Placing fill in the floodplain requires a permit and building in the 100 year flood plain requires certification that the construction is at an elevation of 460.1' above sea level or constructed according to approved flood proofing methods. No building shall occur in the floodway without state approval from the U.S. Army Corp of Engineers.

### **Benching and Terracing**

No excavating of land for sale or use offsite, or filling more than 1' shall occur without a permit to ensure specifications are followed for slopes, benches, and vegetation.

### **Sign Permits**

The location of signs shall be shown on the site plan and building elevations. Signs are permitted on building walls and free standing, up to size limitations based upon zoning, lot dimensions, and building size. A permit is required for all new signs and any time a sign face is changed. Installation must be done by those bonded and with proof of insurance on file.

### **Enterprise Zone Information**

When building in the City's Enterprise Zone the following incentives are available: possible property tax abatement, sales taxes waived on building materials purchased in East Peoria, and building, electric, and plumbing permit fees are reduced by half. An Enterprise Zone questionnaire must be completed and returned before benefits are provided.

### **Soil Erosion and Sediment Control**

Disturbed land shall be controlled to prevent erosion. During construction silt fences, straw bales, grass strips, inlet protection and gravel construction entrances shall be used, seeding with mulch or sod shall be installed at the completion of construction.

### **Knox Box**

**All businesses require a Knox Box**, unless the business is open 24 hours.

The Knox Box installation is required before a final Certificate of Occupancy is issued and business opens to public.