

# Important Notes:

**ALWAYS  
Call J.U.L.I.E.  
before you dig!  
1-800-893-0123**

- Every building permit shall become invalid if work authorized by the permit has not commenced within 180 days after its issuance - unless an extension is obtained in writing by the Community Development Administrator.
- When work for which a permit is required is started, prior to obtaining a permit, the fee specified in the fee schedule shall be **DOUBLED**.
- All building drawings shall be available for review by the Code Official at the building site.
- Please follow the checklist enclosed with the Commercial Packet to ensure that all items are provided at the time of submittal to allow for a timely review process.
- Remember to allow 24 hours advance notice to the Community Development Department for each inspection.



## **Tazewell County Department of Community Development**

11 S. Fourth Street  
4<sup>th</sup> Floor McKenzie Bld. Pekin, IL  
61554  
Phone: (309) 477-2235  
Fax: (309) 477-2358  
E-Mail: [zoning@tazewell-il.gov](mailto:zoning@tazewell-il.gov)

**Office Hours: 8:00 a.m. to 4:30 p.m.**

*Jaclynn Workman*

*Community Development Administrator*

Melissa Kreiter,  
Administrative Assistant

Mellissa Clemons  
Community Development Assistant

Glen Gullette, *Building Inspector &  
Code Enforcement*

## **Useful Links**



[www.tazewell-il.gov](http://www.tazewell-il.gov)



<http://www.energycodes.gov/#>  
(Com-Check & Res-Check Forms)



<http://publicecodes.cyberregs.com/>  
(Building Code Links)



## **Non-Residential Commercial - Industrial - Multi-Family Buildings**

The Enclosed Information Is To Help Aid In The Process Of Obtaining All Of The Proper Information Prior To The Issuance Of Any Permits for Non-Residential Commercial, Industrial and Multi-Family Structures

**Effective July 1, 2011 Tazewell County began enforcing adopted building codes. The Tazewell County Building and Property Maintenance Code is to provide minimum standards to safeguard life, limb, health, property and public welfare for citizens of Tazewell County.**

Effective September 1, 2021 the following codes, with amendments, adopted by the County Tazewell Board are to be enforced for multi-family, commercial, industrial and institutional structures are as follows:

- *Tazewell County Building & Property Maintenance Code*
- *International Building Code 2018*
- *International Property Maintenance Code 2018*
- *NFPA 70: National Electrical Code 2017 Edition*
- *State of Illinois Plumbing Code Part 890 Illinois Administrative Code*
- *International Mechanical Code 2018*
- *Illinois Energy Conservation Code -most current*
- *Illinois Accessibility Code*
- *International Existing Building Code 2018*
- *NFPA 100, Life Safety Code*



All building plans submitted shall be stamped and certified by a Registered Design Professional to be in compliance with the current adopted building codes.

Any projects involving Fire and Life Safety shall be submitted for review to this department for compliance. Please allow 14 working days for review upon submittal to this department.

It is the responsibility of the property owner to contact this department when the project is ready for inspection. It is also the responsibility of the property owner to provide this department with a **Certification of Inspection**, conducted by a **"Qualified Inspector"**

The property owner must notify the Community Development Department of the time that the property will be in a state which requires a Final Inspection, to include all Fire and Life Safety measures.

Please notify the Community Development Department during normal business hours, at least one (1) business day (twenty-four hours in advance of the time for each inspection). Upon receiving such notification, the Community Development Administrator shall arrange for the property to be inspected within a reasonable time period.

**ALL BUILDING DRAWINGS SHALL BE AVAILABLE FOR REVIEW AT THE BUILDING SITE**

**PLEASE FOLLOW THE CHECKLIST ENCLOSED WITH THE COMMERCIAL PACKET TO ENSURE THAT ALL ITEMS ARE PROVIDED AT THE TIME OF SUBMITTAL TO ALLOW FOR A TIMELY REVIEW PROCESS**

#### **REQUIRED INSPECTIONS:**

1. Electrical Temporary Pole Inspection: When the temporary pole is installed and ready for power to be connected to Ameren.
2. Pre-Footing Inspection: When trenches or holes are dug but before ANY concrete is poured.
3. Foundation Inspection: When walls are built and sealed and before ANY backfilling.
4. Foundation Insulation: When walls are insulated from the exterior or interior, but before ANY backfilling.
5. Plumbing Underground Inspection: Before underground pipes are covered.
6. Electrical Underground Inspection: Before underground conduit is covered.

7. Underslab Insulation Inspection: When all under slab insulation is in place but before ANY concrete is poured.
8. Plumbing Rough-in Inspection: When all lines are finished.
9. Electrical Rough-in Inspection: When all conduit is completed.
10. Building Frame Inspection: When all walls are built, but before ANY insulation is applied, ANY wall covering is applied, or ANY exterior siding is applied.
11. HVAC Minimum Efficiency Inspection: When all duct work is finished and units are installed, with documentation of the required equipment shown.
12. Building Envelop Seal Inspection: Before ANY exterior siding is applied.
13. Building Wall Insulation Inspection: When exterior walls have insulation installed.
14. Building Ceiling Insulation Inspection: When ceilings have insulation installed.
15. Plumbing Final Inspection: When all fixtures are installed and operational.
16. Electrical Final Inspection: When all electrical devices are installed and operational.
17. Building Final Inspection: When all work is finished, but before ANY occupancy may occur.
18. Occupancy Approval Inspection: When the building passes all construction inspections and ALL Life Safety issues have been passed, the structure will be approved for occupancy.

**\*\*\* Remember to allow 24 hours advance notice to the Community Development Department for each inspection. \*\*\*\***