

## Frequently Asked Building Department Questions

### 1. How long does it take to get a building permit?

It will take up to 5 days for most permits and up to 10 days for items which require more time to review, such as additions and some remodeling projects.

### 2. When do I need a building permit?

Village Code requires building permits for most exterior and interior improvements, i.e., changes to electric and plumbing items including fixtures and water heaters, replacement windows and exterior doors, roofing, siding, basements, room and garage additions, fences, sheds, and other construction-type repairs.

Items that do not require permits from the Village are flooring (wood, tile, or carpeting) and painting - inside or out. When in doubt, call Village Hall to confirm if a permit will need to be obtained.

The following projects typically require a building permit application:

- A/C Replacement
- Additions
- Chicken Coops
- Decks
- Driveway resurface / replacement
- Driveway ribbons / borders
- Electrical Service Upgrade
- Fence
- Furnace Replacement
- Patio
- Pools / Hot Tubs
- Porches
- Pergola / Gazebo
- Remodeling
- Retaining Wall greater than 24 inches
- Roofing (Full Tear off or Patching)
- Siding
- Three seasons room
- Walkways
- Water Heater Replacement
- Windows, Doors Replacement

For all other projects please contact Village Hall at (847) 740-6982.

3. **How do I apply for a building permit?**

[Click here to download the permit application.](#) It may be sent in via email, mail, dropped off in the “utility” drop box or at Village Hall. You can also stop in the Village Hall to complete the permit application. Building permit applications can be emailed to [building@villageofvolo.com](mailto:building@villageofvolo.com)

4. **How much does a building permit cost?**

Fees vary and are subject to change, [click here to view fees.](#) Or you may call the Village Hall at 847-740-6982.

5. **Do contractors need to register in our Village?**

We do not require contractors to register in our Village, however, we do need a copy of roofing, plumbing and electrical licenses with the building permit application if applicable.

6. **What are Residential Construction work hours?**

Construction within the Village of Volo shall only be done during designated hours of construction. Work shall not commence prior to seven (7:00) a.m. and after nine (9:00) p.m. Monday through Saturday or before nine (9:00) a.m. and after seven (7:00) p.m. on Sunday.

7. **Who should I call before I dig?**

If you are planning an outdoor home improvement job, whether it's planting a tree, installing a fence or deck - PLEASE WAIT! Whether the work is being done by you or by a professional, smart digging means calling **JULIE at 811**, at least 2 business days before you dig! Homeowners often make risky assumptions about whether or not they should get their utility lines marked, but every digging job requires a call, even small projects like planting trees and shrubs. They will send a locator for free to mark the approximate location of your underground lines, pipes, and cables, so you'll know what's below and be able to dig safely.

8. **What building codes have been adopted by the Village?**

Our adopted building codes can be found here: [Building Codes \(villageofvolo.com\)](#)