

ROCK FALLS BUILDING DEPT.

NEW COMMERCIAL CONSTRUCTION CHECKLIST

1. Initially, general contractor and/or owner will be given zoning ordinances and other specific ordinances (Utilities, Electric, Plumbing, Subdivisions, Street, Stormwater, etc) pertaining to particular project.
2. Contractor needs to comply with IEPA Erosion Testing requirements and a copy of IEPA approval must be submitted to the Building Department.
3. Contractor needs to comply with City's Stormwater Retention Ordinance and obtain appropriate excavation permit for same.
 - a. Set up meeting with Sewer Dept and Building Inspector to discuss/review stormwater plans – Sewer Dept Superintendent will give approval for permit issuance.
4. Once these items have been completed then:
5. Set up meeting w/general contractor and subcontractors (if required), Building Inspector and Department Heads (Sewer/water/fire/electric/street):

contractor should mark the property for building(s) dimensions according to Site Plan for Bldg Inspector verification

a. General Contractor should have **Site Plan(footprint of entire property with building(s)placement – setback measurements)** and **Building Plans(engineering firm/architect drawings/electrical plans)** available for review by Dept Heads and Building Inspector.

b. General Contractor should have listing of all sub-contractors and their respective cost breakdowns to be submitted to Bldg Dept before meeting or at the time of meeting.

Verification for insurance/bond registration will be made.

c. Water/Sewer Hookup fees will be determined at time of meeting – depending on availability of sewer/water lines – cost could be based on time and materials.

6. Upon approval of plans and on-site dimensions inspection by Department Heads and Building Inspector, along with confirmation of insurance/bond/registration of all contractors – permit will be issued.

For more information please contact the Rock Falls Building Department
at (815)-622-1108