

Project Summary:

Have you applied for the Romeoville Reinvestment Program funding previously? Yes No

Amount Requested:

Residential Guidelines:

- The property must be owner occupied and not a rental property.
- All property owners must be current with any governmental fees due, as well as in compliance with all Ordinances of the Village.
- The Property Owner must submit a completed application and complete the approval process prior to beginning the project. **Any construction started before the application and approval process is completed will not be eligible for a Grant.** Property owner must submit application with all required additional information as requested on the application, including but not limited to:
 - > Color photos
 - > A description of requested improvements, and
 - > Cost estimates
- All applications will be reviewed in the order received.
- The Village of Romeoville will review the submitted request and determine if further information is needed.
- Once the request is approved, grant recipients will receive written notification of their award in the form of a commitment letter, along with a copy of the program's Contractual Obligations.
- Upon applicant signing and returning the Contractual Obligations document, construction can begin.
- Grantee must obtain any required permits needed.
- Work must be completed within six months.
- Once work is completed, a final inspection of the completed project is required. Final disbursement of grant funds is contingent upon applicant providing receipts for completed improvements and passing the final inspection.
- Residents may apply twice during the life of the Program. Applications can include multiple incentive requests.
- Residents receiving funds from other Government agencies or charities for the same improvements will not qualify.

NOTE: WORK THAT HAS BEEN COMPLETED PRIOR TO A ROMEOVILLE INVESTMENT PROGRAM COMMITMENT LETTER BEING EXECUTED CANNOT BE PAID FOR WITH GRANT PROCEEDS.

By signing my name below, I certify that I have read the above information. My signature also certifies my understanding of the program, guidelines and waiver.

Signature of Applicant: Date:

For Internal Use Only:

Date Received: Qualifications Met: Yes No

Incentive Amount Approved: Yes No Amount Approved:

If Approved, Vendor Forms Provided to Resident:

If Denied, Reason for Denial:

WINDOWS BUILDING PERMIT APPLICATION

Application Date ____/____/____

Property & Owner Information			
Owner Name			
Phone			
Email Address			
Street Address	_____		
	Romeoville, Illinois 60446		
Subdivision & Lot #	Subdivision _____	Lot # _____	
Work Performed by Homeowner			
If you are doing the work yourself complete the <i>Property Owner's Acknowledgement of Responsibility</i> form.			
Contractor Information			
If you are using a contractor or sub-contractor, a copy of the signed contract shall be included with the application and the following information shall be provided. All contractors and sub-contractors doing work in Romeoville shall be registered, insured and bonded with the Village.			
General Contractor Name		Village Registration No.	
General Contractor Address (no P.O. Box)	_____		
General Contractor Phone #:		Email Address	
Sub-Contractor Name			
Sub-Contractor Address and Phone #:			
Who is the applicant?	<input type="checkbox"/> Owner <input type="checkbox"/> Renter <input type="checkbox"/> Contractor		
Who will be doing the work? Check all that apply.	<input type="checkbox"/> Self <input type="checkbox"/> General Contractor <input type="checkbox"/> Sub-Contractor(s)		
Who is the contact person?	<input type="checkbox"/> Homeowner <input type="checkbox"/> Contractor		
Estimated Cost	\$ _____		

Office Use Only		<div style="border: 1px solid black; padding: 5px; text-align: center;"> Status Sticker <small>OFFICIAL USE ONLY</small> </div>
Application Date:		
Received By:		Cost of Permit:\$
Permit #:		



**SECTION R310
EMERGENCY ESCAPE AND RESCUE OPENINGS**

R310.1 Emergency escape and rescue required. Basements with habitable space and every sleeping room shall have at least one openable emergency escape and rescue opening. Where basements contain one or more sleeping rooms, emergency egress and rescue openings shall be required in each sleeping room, but shall not be required in adjoining areas of the basement. Where emergency escape and rescue openings are provided they shall have a sill height of not more than 44 inches (1118 mm) above the floor. Where a door opening having a threshold below the adjacent ground elevation serves as an emergency escape and rescue opening and is provided with a bulkhead enclosure, the bulkhead enclosure shall comply with Section 310.3. The net clear opening dimensions required by this section shall be obtained by the normal operation of the emergency escape and rescue opening from the inside. Emergency escape and rescue openings with a finished sill height below the adjacent ground elevation shall be provided with a window well in accordance with Section R310.2.

R310.1.1 Minimum opening area. All emergency escape and rescue openings shall have a minimum net clear opening of 5.7 square feet (0.530 m²).

Exception: Grade floor openings shall have a minimum net clear opening of 5 square feet (0.465 m²).

R310.1.2 Minimum opening height. The minimum net clear opening height shall be 24 inches (610 mm).

R310.1.3 Minimum opening width. The minimum net clear opening width shall be 20 inches (508 mm).

R310.1.4 Operational constraints. Emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools.

R310.2 Window wells. The minimum horizontal area of the window well shall be 9 square feet (0.84 m²), with a minimum horizontal projection and width of 36 inches (914 mm). The area of the window well shall allow the emergency escape and rescue opening to be fully opened.

Exception: The ladder or steps required by Section R310.2.1 shall be permitted to encroach a maximum of 6 inches (152 mm) into the required dimensions of the window well.

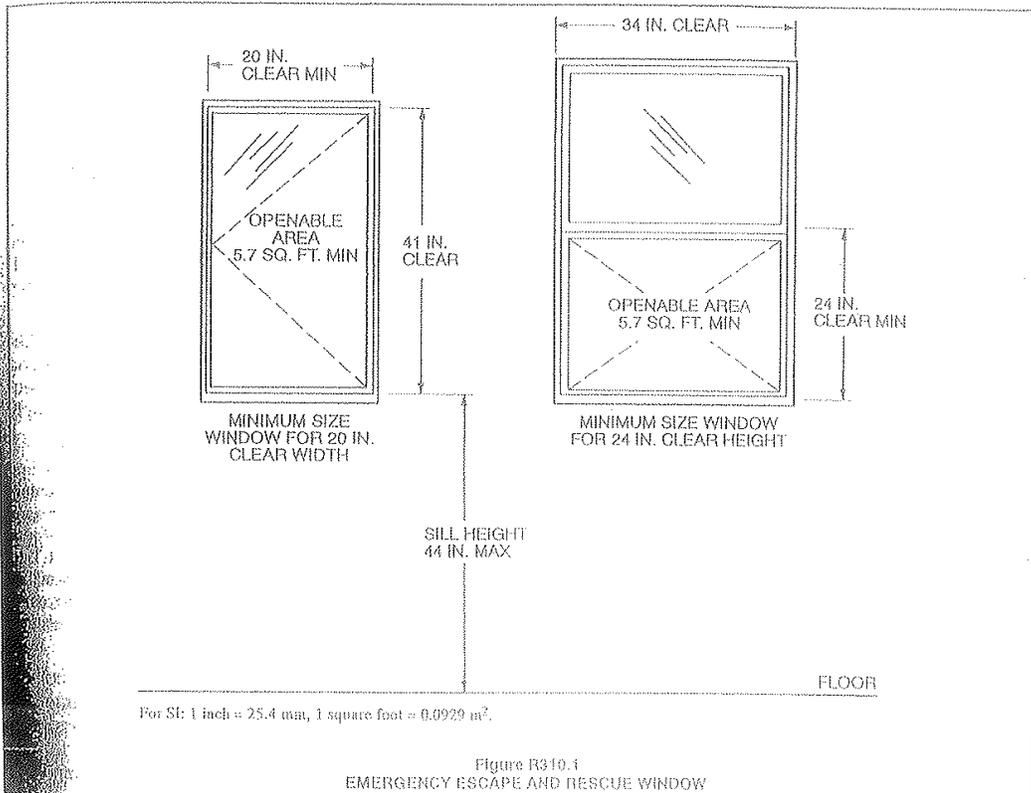
R310.2.1 Ladder and steps. Window wells with a vertical depth greater than 44 inches (1118 mm) shall be equipped with a permanently affixed ladder or steps usable with the window in the fully open position. Ladders or steps required by this section shall not be required to comply with Sections R311.5 and R311.6. Ladders or rungs shall have an inside width of at least 12 inches (305 mm), shall project at least 3 inches (76 mm) from the wall and shall be spaced not more than 18 inches (457 mm) on center vertically for the full height of the window well.

R310.3 Bulkhead enclosures. Bulkhead enclosures shall provide direct access to the basement. The bulkhead enclosure with the door panels in the fully open position shall provide the minimum net clear opening required by Section R310.1.1. Bulkhead enclosures shall also comply with Section R311.5.8.2.

R310.4 Bars, grills, covers and screens. Bars, grills, covers, screens or similar devices are permitted to be placed over emergency escape and rescue openings, bulkhead enclosures, or window wells that serve such openings, provided the minimum net clear opening size complies with Sections R310.1.1 to R310.1.3, and such devices shall be releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation of the escape and rescue opening.

BUILDING PLANNING

FIGURE R310.1 - R310.2



Permit & Inspection Requirements		Office Use
<i>Please read the requirements and place a ✓ in the box to the left to confirm that you understand.</i>		
<input type="checkbox"/>	The Building Permit shall be posted in the building's window where it can be seen from the street.	
<input type="checkbox"/>	Each phase of construction shall be inspected and approved by the Village of Romeoville prior to proceeding to the next stage of construction.	
<input type="checkbox"/>	<ul style="list-style-type: none"> • A rough framing requires the window (s) to be installed and insulated around the framing of each window. • Final 	
<input type="checkbox"/>	<ul style="list-style-type: none"> • All inspections shall be scheduled 72 hours in advance by calling (815)886-7200 or by emailing buildinginspections@romeoville.org. Your permit number must be provided when inspections are scheduled. 	
<input type="checkbox"/>	<ul style="list-style-type: none"> • An interior rough framing inspection is required to verify window(s) is plumb, squared, and insulated. 	
<input type="checkbox"/>	<ul style="list-style-type: none"> • An interior/exterior final inspection is required. 	
<input type="checkbox"/>	<ul style="list-style-type: none"> • Failure to call for required inspections may result in a "STOP WORK ORDER". 	
<input type="checkbox"/>	<ul style="list-style-type: none"> • Should you fail an inspection, a re-inspection fee shall be paid before continuing work and before scheduling another inspection. INVOICED AFTER 5 DAYS. 	
<input type="checkbox"/>	<ul style="list-style-type: none"> • A FINAL INSPECTION SHALL BE PERFORMED WHEN THE WINDOW(S) HAS BEEN INSTALLED. If the inspection is passed, a Certificate of Completion will be issued. 	
<input type="checkbox"/>	The project shall start within ninety (90) days from the date the permit is issued and completed within one hundred and eighty (180) days.	

I hereby declare that I have read and understood this application. The above information and any attachments are correct. I agree, that in consideration of and upon issuance of a building or use permit, that I am allowed to do such work as herewith applied for, and that such premises shall be used only for such purposes as set forth above.

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of Applicant: _____ Date: _____

Owner Tenant Agent Contractor Other specify _____

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Approval & Review Status

Building	Date Plans Received	
	Plans Examiner	
	Date Plans Approved	
	Plans Approved By	

Planning:	Date Plans Received	
	Plans Examiner	
	Date Plans Approved	
	Plans Approved By	

Clerical	Check for Outstanding Debt:	
	Contacted Date:	
	Person Contacted:	
	Contacted By:	

Notes	
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ROMEOVILLE REINVESTMENT PROGRAM

ACKNOWLEDGMENT AND ACCEPTANCE OF PROGRAM TERMS; RELEASE OF LIABILITY

The undersigned applicant acknowledges filing an application for incentives under the Romeoville Reinvestment Program for residential home improvements or relocation of an existing home based business within Romeoville. By filing the application, the undersigned further acknowledges being made fully aware of and understanding all applicable terms and incentives of the particular incentive for which the applicant has applied. In particular, the undersigned applicant is aware and agrees that only complete and accurate applications will be eligible for potential approval, and that eligible applications will only be approved to the extent of available funding on a first come, first served basis. The Village reserves the right to independently verify all information contained with the undersigned's application, and to deny approval of an application or of funding for a project which is the subject of an application in cases where the application is ultimately found to have contained false, inaccurate or misleading information. In the event that the undersigned applicant's application for a specific incentive is approved by the Village, the undersigned applicant acknowledges sole responsibility for completion of the project that is the subject of the application at its cost, and in compliance with the Romeoville Reinvestment Program terms and conditions applicable to the particular incentive sought by the applicant, and with the otherwise applicable ordinances of the Village. If the undersigned's application is approved, the undersigned further acknowledges that the Village of Romeoville may take photographs, video or other media of the undersigned and/or the project which is the subject of the undersigned's application to the Romeoville Reinvestment Program for use and publication in various publications or media, including but not limited to the Village's website, Village program brochures or materials, and Village or Village informational, promotional or marketing materials, and hereby expressly grants to the Village of Romeoville the right to use and publish such photographs as contemplated herein, all without compensation or payment for such use and publication.

In consideration of being allowed to apply for and be considered for an award of an incentive under the Romeoville Reinvestment Program offered by the Village, the undersigned hereby releases, waives and discharges the Village of Romeoville and its officers, officials, employees, agents, volunteers and contractors (collectively, the "Releasees") from any and all liability and all claims of any kind whatsoever and without limitation, arising or resulting from the undersigned's application to and participation on the Romeoville Reinvestment Program, including but not limited to the construction of the project to which such application and participation relates, or arising from the use or publication by Releasees of photographs, video or other media of the undersigned and/or the project which is the subject of the undersigned's application to the Romeoville Reinvestment Program, whether or not such claims arise from or were caused by the negligence of the Releasees or any of them and further covenant that I shall not sue any of the Releasees with respect to any such liability or claims. In the event that I or anyone else nonetheless makes a claim or files suit against Releasees arising out of any of the above-described matters, I will indemnify and hold Releasees harmless of and from any and all damages or judgments and costs of litigation, including attorney fees. The provisions hereof are to be construed as broadly as possible in favor of Releasees, and this Agreement as a whole shall

be governed by the laws of the State of Illinois (without reference to the conflicts of laws rules thereof). If any part of this Agreement shall be ruled invalid by a court having jurisdiction, the balance shall be enforced to the maximum possible extent. I am signing this Agreement freely and voluntarily, having read and understood it and with a full opportunity to consider its substance and with the intention of fully and unconditionally assuming the risks and releasing the liabilities as described above in this Agreement.

DATE: _____

Printed Applicant Name

Applicant Signature