

HOT TUBS AND SPAS 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.									
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.									
	<table border="1"> <thead> <tr> <th>CONTRACTOR INFORMATION - INSTALLER</th> <th>CONTRACTOR INFORMATION - ELECTRICAL</th> </tr> </thead> <tbody> <tr> <td>Contractor Name</td> <td></td> </tr> <tr> <td>Contractor Address(no P.O. Box)</td> <td></td> </tr> <tr> <td>Contractor Phone</td> <td></td> </tr> </tbody> </table>	CONTRACTOR INFORMATION - INSTALLER	CONTRACTOR INFORMATION - ELECTRICAL	Contractor Name		Contractor Address(no P.O. Box)		Contractor Phone	
CONTRACTOR INFORMATION - INSTALLER	CONTRACTOR INFORMATION - ELECTRICAL								
Contractor Name									
Contractor Address(no P.O. Box)									
Contractor 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								
Who is the contact person?	<input type="checkbox"/> Homeowner <input type="checkbox"/> Contractor								
Estimated Cost	\$ _____								

**\$ 50.00 Plan Review
Fee when Permit
Application is
submitted**

Office Use Only	
Application Date:	
Received By:	
Permit #:	

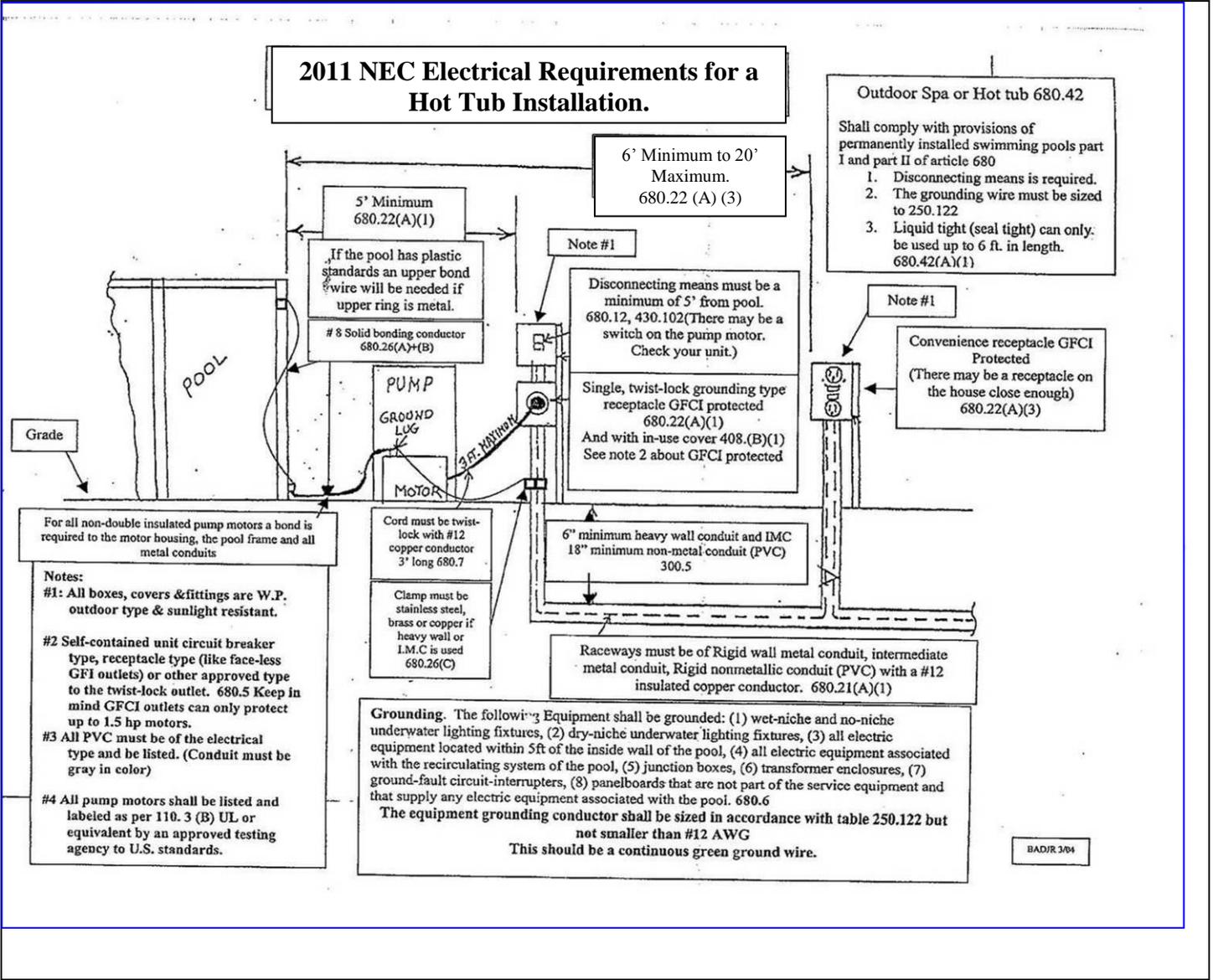
Status Sticker
OFFICIAL USE ONLY

COST: \$80.00 For Permit

Use this form and checklist as you plan your Hot Tub or Spa to ensure that you include all information needed to review your application.

Requirements for All Hot Tubs or Spas		✓ to confirm that you have shown ...	Office Use
You shall submit a Plat of Survey or scaled plot plan which shows all structures on the lot, including the home, decks, porches, sheds, garages, pools, gazebos, etc. The structures shall be drawn to scale, labeled, and dimensioned.		all structures	
The location of the proposed hot tub or spa shall be shown. It shall be labeled and dimensioned.		the proposed hot tub or spa	
The hot tub or spa may only be located in the rear yard.		the hot tub or spa located in a rear yard	
The hot tub or spa shall be not less than 10 feet from all overhead utility lines.		the distance to each utility line	
The hot tub or spa may not be on an easement, except with the written permission of the Village and all utility companies having rights to the easement. (See 'Understanding Your Plat of Survey Handout & Easement Sign-Off Handout')		the hot tub or spa not located on any easement	
The hot tub or spa shall be not less than 5 feet from any buried electric, telephone or cable lines.		the distance to each buried line	
The hot tub or spa shall have either a protective fence with a locking ladder attached to it or the yard shall be fully enclosed with a fence having a height of not less than four feet.		the fence and fence height	
In total, no more that 50% of the property can be covered with building, structures, or pavement.		Lot coverage: _____%	
Requirements for hot tub or spa that are not Attached to the Home via a Structure (A hot tub or spa can sit on a patio or deck)		✓ to confirm that you have shown ...	Office Use
If a spa or hot tub is placed on an existing deck, that deck shall be constructed to allow for the additional weight of the unit and its occupants. Provide manufacturer's spec sheets for hot tub or spa.		Provide manufacturer's spec sheets for hot tub or spa.	
The hot tub or spa shall be not less than 10 feet from the nearest point on the home.		the distance from the home _____feet	
The hot tub or spa shall be not less than 5 feet from any freestanding structure (such as a pool or gazebo).		the distance to each freestanding structure _____feet	
The hot tub or spa shall be not less than 5 feet from each side of the property line.		the distance to each side property line _____feet	
The hot tub or spa shall be at least 10 feet from the rear property line. <i>However, if the property is zoned R-5A (Hampton Park, Poplar Ridge & Honey tree Unit 5) the hot tub or spa shall be not less than 7 feet to the rear property line.</i>		the distance to the rear property line _____feet	

Requirements for hot tub or spa that are Attached to the Home Via a Structure, Such as a Deck or Balcony	✓ to confirm that you have shown ...	Office Use
The hot tub or spa shall meet all principal structure setbacks set out in the Zoning Ordinance. (After determining the Zoning District, check side & rear setbacks in the Zoning Ordinance – available at the Village Hall Annex.)	the distance to the side and rear property lines	
The hot tub or spa shall be setback not less than 10 feet from any freestanding structure, such as a detached garage or shed.	the distance to all freestanding structures	



Construction Requirements (PLEASE INITIAL):

PERMANENTLY INSTALLED HOT TUB OR SPA CHECK LIST TO THE 2011 NEC

1. ____ Is there an underground conductor within 5' horizontally from the inside wall of the hot tub or spa? If so, the conductor shall be rigid metal conduit, intermediate conduit, or rigid nonmetallic conduit and shall be buried to the depth not less than that required by table 680.10.
2. ____ Is there an overhead electrical conductors in the area extending not less than 10 ft. horizontally from the inside wall of the hot tub and spa and 22.5' up from the top of the water level? 680.8
3. ____ Is the pump motor third party listed to U.S. standards with a label for hot tub and spa motor? (UL1081 is the standard) 110.3 (B)
4. ____ Listed package hot tubs or spas equipment assemblies or self contained hot tubs or spas utilizing a factory installed or assembled control panel or panel board shall be permitted to use flexible connections as covered in article 680.42 (A).
5. ____ Not more than six (6) feet of liquid tight flexible metal conduit can be used externally to a hot tub or spa article 680.42 (A) (1).
6. ____ A cord and plug connection that is not greater than fifteen (15) feet in length shall be permitted when protected by a ground fault interrupter (680.42) (2).
7. ____ Bonding metal to metal on a common frame or base shall be permitted. The metal bonds or hoops use to secure wooden staves shall not be required to be bonded as required in article 680.26.
8. ____ Is there a GFCI general purpose outlet on a general purpose circuit 6' from hot tub and spa and not more than 20'? 680.22 (A) (3)
9. ____ Is there a disconnecting switch located at least 5' from the inside wall or the hot tub and spa? 680.12
10. ____ Is the raceway rigid heavy wall metal conduit, intermediate metal conduit, rigid nonmetallic conduit, or PVC and listed for electrical use? 680.21 (A) (1) 110.3 (b)
11. ____ Is the raceway buried to the correct depth? RMC and IMC shall be not less than 6 inches below grade and PVC to be not less than 18 inches below grade (300.5 and Table 300.5). A PVC buried raceway shall be terminated at grade and continue above grade with a raceway that is rigid heavy wall metal conduit or intermediate conduit.
12. ____ There shall be a minimum #12 green wire installed in the raceway 680.21 (A) (1). The wire shall be green in color. 250.119
13. ____ A grounding conductor shall pick up all junction boxes, light fixtures, pump motors, transformer enclosures, devices like (switches, outlets, etc).
14. ____ Is there a grounding conductor between panel boards that are not part of the service equipment sub panels and that supply any electric equipment associated with the hot tub or spa (Article 680.25)? The wire shall be sized in accordance with table 250.122 and be insulated.
15. ____ The bonding conductor shall be a solid #8 copper wire (Bare conductor is OK). This wire shall pick up a hot tub or spa frame (upper and lower ring if metal) and pump motor, hot tub or spa heater (if one) and RMC or IMC piping, and any metallic part within 5' of a hot tub or spa (Article 680.26 (B) (1) (2) (3) (4) and (5)).
16. ____ Is the bonding conductor connection installed with a stainless steel, brass, or copper clamp? Zinc parts are not allowed article 680.26(B).
17. ____ Double insulated pump motors do not have to be bonded with a solid #8, but shall have a #12 green wire to them.
18. ____ If RNC or PVC is used with RNC or PVC boxes, these items shall be listed for electrical and sunlight resistance. A support and expansion fitting may be needed (Article 352 no plumbing type pipes shall be allowed).

Permit & Inspection Requirements <i>Please read the requirements and place a ✓ in the box to the left to confirm that you understand.</i>	Office Use
<input type="checkbox"/> The Building Permit shall be posted in the building’s window where it can be seen from the street. 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"/> • An underground electrical inspection before trench is backfilled. <input type="checkbox"/> • A final inspection shall be performed when all electric work has been installed. <input type="checkbox"/> • All inspections shall be scheduled 72 hours in advance by calling (815)886-7200 or by emailing buildinginspections@romeoville.org . Your permit number shall be provided when inspections are scheduled. <input type="checkbox"/> • Failure to call for required inspections may result in a “ STOP WORK ORDER ”. <input type="checkbox"/> • Should you fail an inspection, a re-inspection fee (\$50.00) shall be paid before continuing work and before scheduling another inspection. (If multiple failures occur, additional fines will be incurred). INVOICED AFTER 5 DAYS. <input type="checkbox"/> • A FINAL INSPECTION SHALL BE PERFORMED WHEN THE HOT TUB OR SPA HAS BEEN INSTALLED. Once the inspection passes, a Certificate of Completion will be issued. The hot tub or spa may not be used until the Certificate of Completion has been 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: _____

This Page for Office Use Only

Approval & Review Status

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