



Community Development Department

4501 North 25th Avenue, Schiller Park, IL 60176

Phone: 847.671.8555 Fax: 847.671.9783

Email: CD@villageofschillerpark.com

FIREPLACES

PERMITS Permits are required for a fireplace installation and construction whether they are prefabricated or masonry units. Permits expire 12 months from the date of issue; please complete the work before this expiration or a penalty will become due.

BONDS & FEES Bonds and fees are required per the Village fee schedule.

CONTRACTORS Contractors are required to be licensed by the Village of Schiller Park.

APPLICATION Two copies of the following information must be included with a completed permit application form.

For units extending beyond the exterior walls, an accurate plat of survey indicating:

1. The size and location of the fireplace.
2. The distance from the property lines.
3. Details and dimensions of the footing and foundation.

For masonry fireplaces, submit a drawing indicating:

1. The type of materials proposed.
2. Construction section drawing with complete details.
3. A floor plan indicating the intended location of the unit and all existing components such as windows and doors within 6 feet of the unit.
4. An elevation indicating the dimensions of the hearth.
5. The foundation design.
6. A separate flue must be provided for each fireplace. Chimneys must project at least 2 feet higher than all roof areas within 10 feet of the chimney. Fireplaces must have a minimum wall thickness of 8 inches.
7. Ash cleanouts must have a clean out door. Hearths must be independently supported, project a minimum of 16 inches, and extend at least 8 inches wider than the fireplace opening.

For prefabricated fireplaces:

1. A copy of the manufacturer's specifications showing the nationally recognized testing agency.
2. A copy of the installation instructions.
3. A copy of the user guide.
4. A floor plan indicating the intended location and all existing components such as windows and doors within 6 feet of the unit.
5. Must be installed per the manufacturer's specifications and recommendations.

NOTES Additional work, such as track lighting, or the removal of a window, may require additional information and inspections. Inspections require a 24-hour notice.