

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
**For Inclusion on Board Agenda**

District


- Resolution or Ordinance (Blue)
- Recommendations of Boards, Commissions & Committees (Green)
- Other Business (Pink)

**TO :** PRESIDENT AND BOARD OF TRUSTEES

**FROM:** William T. Lichter, Village Manager

**DATE :** September 11, 2006                      **B of T** September 21, 2006

**SUBJECT:** REQUIRING CADD FORMATTED PLANS PRIOR TO ISSUANCE OF CERTIFICATES OF OCCUPANCY

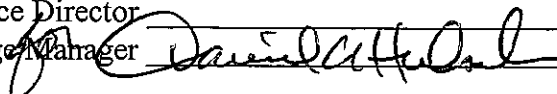
**SUBMITTED BY:** George E. Seagraves, Fire Chief 

**BACKGROUND/POLICY IMPLICATIONS:**

An Ordinance Amending Title 15, Chapter 150, Section 150.245 of the Lombard Village Code in regards to amending occupancy permit required section. Insert new paragraph requesting CADD Formatted Plans prior to issuance of Certificates of Occupancy.

**Fiscal Impact/Funding Source:**    N/A

Review (as necessary):

|                  |   |      |         |
|------------------|---|------|---------|
| Finance Director | _____   | Date | _____   |
| Village Manager  |  | Date | 9/12/06 |

**NOTE:** All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda distribution.



September 11, 2006

**TO :** William T. Lichter, Village Manager

**FROM :** George E. Seagraves, Fire Chief *GES*

**RE :** **REQUIRING CADD FORMATTED PLANS PRIOR  
TO ISSUANCE OF CERTIFICATES OF OCCUPANCY**

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Please place before the Board of Trustees at their September 21, 2006 an Ordinance requiring Computer Aided Design and Drafting (CADD) formatted plans prior to issuance of Certificates of Occupancy.

The plans must be submitted in both paper and disk format. The plans will be held in our archival system. Additionally the CADD will be used in our fire command system for building plans and for our preplan development.

Paper plans have been required for plus 40 years. The disk requirement will enhance our capabilities with little cost because most of these drawings are done on a computer.

GES:lh

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING TITLE 15, CHAPTER 150,  
SECTION 150.245 OF THE LOMBARD VILLAGE CODE IN REGARD  
TO AMENDING THE OCCUPANCY PERMIT SECTION. INSERT NEW PARAGRAPH  
REQUESTING CADD FORMAT PLANS PRIOR TO ISSUANCE OF  
CERTIFICATES OF OCCUPANCY

**BE IT ORDAINED** by the President and Board of Trustees of the Village of Lombard,  
DuPage County, Illinois, as follows:

**SECTION 1:** That Title 15, Chapter 150, Section 150.245 of the Lombard Village Code is amended by inserting a new paragraph (E) requesting CADD format plans be submitted prior to issuance of Certificates of Occupancy to read in its entirety as follows:

***OCCUPANCY***

**§ 150.245 PERMIT REQUIRED.**

(A) An occupancy permit is required whenever any building or structure is used for any purpose other than the construction of that building or structure. An occupancy permit shall not be issued to an applicant who has not complied with all of the building, health, subdivision, zoning, and any other local ordinance of the village or laws of the state. In the event an applicant has complied with a substantial portion of the village ordinances and laws of the state, and made the building safe and habitable, but has not complied with a minor portion of the village ordinances, said applicant, upon a showing that the building is safe for occupancy, may set up an escrow account with the village wherein sufficient moneys, as determined by the village, are deposited to guarantee that the building or site shall be completed in compliance with all the building, health, subdivision, zoning, and any other ordinance of the village or laws of the state.

(B) An occupancy permit shall be issued to an applicant who complied with all building, health, subdivision, zoning, and any other ordinance of the village or laws of the state.

(C) The permit shall be signed by the Fire Chief or his designee and the Zoning Administrator or his designee.

(D) Partial occupancy of building may be allowed as defined in §§ 150.220 through 150.235. An occupancy permit for partial occupancy of the building is also required whenever any building or structure is used for any purpose other than the construction of that building or structure.

(Ord. 2561, passed 10-28-82) Penalty, see § 150.999

*New Language below:*

**(E) "As built" plans and drawings of any new commercial construction, additions and interior alterations in a CADD format shall be required to be submitted to the Bureau of Inspectional Services when the project is completed and approved by the Fire Department and Bureau of Inspectional Services. The CADD format plans, both in paper form and CADD disk, shall be submitted prior to the issuance of any Certificate of Occupancy or Certificate of Completion to the applicant, general contractor, developer, building owner, etc.**

**SECTION 2:** That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

Passed on first reading this \_\_\_\_\_ day of \_\_\_\_\_ 2006.

First reading waived by action of the Board of trustees this day of

Passed on second reading this \_\_\_\_ day of \_\_\_\_\_ 2006.

AYES:

NAYS:

ABSENT:

APPROVED this \_\_\_\_ day of \_\_\_\_\_ 2006.

\_\_\_\_\_  
William J. Mueller  
Village President

ATTEST:

\_\_\_\_\_  
Brigitte O'Brien  
Village Clerk

Published by me in pamphlet form this day of 2006.

\_\_\_\_\_  
Brigitte O'Brien  
Village Clerk