

Antennas and Towers - Commercial



Village of Hoffman Estates

Code Enforcement
1900 Hassell Road
Hoffman Estates, IL 60169
(847) 781-2631
www.hoffmanestates.org/permits

Prior to applying for a commercial antenna or tower, please contact the Planning Department at 847-781-2670 to review the zoning, location and other siting requirements. If the Antenna/tower is proposed on Village property (typically a water tower) then Public Works and the Village's third-party engineering consultant must approve as well. Please contact Haileng Xiao to start the Public Works review at 847-490-6800.

Application Requirements for Commercial Antenna/Tower Permit:

- Complete and sign a *Building Permit Application* listing all contractors.
- All contractors must be registered, licensed and bonded accordingly.
- Three (3) complete sets of building plans stamped by an Illinois Registered Structural Engineer in conformance with the IDPR. If a corporation of firm, their design firm registration seal must also be shown.
- Two (2) sets of complete Structural Calculations.
- Any Antenna work on Village property must have Public Works approval.
- Any Antenna work on Village property must supply the required escrow funds (total given upon plan review) prior to issuance of the permit.
- A Plan Review deposit of \$100 must be made with the plan submittal. The deposit may be deducted from permit fees, but is non-refundable.

Each Set Of Plans Shall Be Complete and Contain:

- Architectural Plans that include elevations and structural plans. If a support building is proposed include detailed wall sections of the envelope and all wall types used, detail floor plans, listings, door hardware details, etc.
- Site plan showing the size and location of new construction and all existing structures within the height of the tower/antenna including distances from lot lines.
- Electrical service diagram with grounding details, panel schedule, etc.
- HVAC plans if support building is proposed.

Inspection Requirements:

- You are required to seek approval and inspections from Public Works and the third-party engineering consultant if the tower is on public property. Call Public Works at 847-490-6800.
- A base inspection is required for all new towers, antennas, poles and buildings.
- Rough electrical and rough HVAC.
- A final inspection is required on all antennas/towers upon completion of all work.
- Call Code Enforcement at (847) 781-2631 to schedule inspection appointments.