



DUPAGE COUNTY

BUILDING & ZONING DEPARTMENT

LAWN IRRIGATION SYSTEM



Permits are submitted online at the following link:

Accela Citizen Access - <https://aca-prod.accela.com/DUPAGE/Welcome.aspx>

Here are guidelines and requirements to assist when installing an **irrigation system**. This information is provided to identify minimal requirements in the County's adopted Building Code and Zoning Ordinance. These guidelines are not all inclusive but cover the most critical requirements involved in this type of project. Feel free to contact our department if you have further questions.

You will be creating a profile in our Accela portal – a non-refundable application fee is required at the time you complete the permit submittal and the documents below will need to be downloaded to complete the application process

1. Plat of Survey
2. RPZ valve specifications
3. Trust Disclosure form for properties in a trust

A non-refundable application fee is required – this portion of the fee is credited toward the final permit fee (reference the [Schedule of Fees](#) for specifics), a Drainage Review fee and a Health fee if the property is on well and/or septic. We accept exact cash, checks or Master Card and Visa.

1. A copy of the scalable Plat of Survey with each sprinkler head location marked on the survey and the location of the RPZ valve. The survey must show all existing structures with the Illinois Licensed Land Surveyor's seal and signature visible.
2. A copy of the RPZ valve specifications.
3. For any property that is in a trust (bank or trust company) will need a notarized [Trust Disclosure form](#) **completed by the trust company** stating the beneficiary of the trust. For properties in a family trust we need some paperwork showing the trustee.

Requirements for permit issuance:

4. Drainage Easement Agreement form
5. Entrance permit
6. Notarized plumbing Letter of Intent
7. Notarized Plumbing Affidavit (owner doing own plumbing work)
8. Fees
9. Performance Bond
10. Contractor Registration

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4. Sprinkler heads located in any part of a drainage/utility easement must sign a [Drainage Easement Agreement](#). Notarized signatures of all individuals on the deed are required.
 5. Prior to permit issuance an [Entrance Permit](#)/bond receipt from whoever maintains the roadway (Township Highway Commissioner, Du Page County Department of Transportation, Illinois Department of Transportation or municipality).
 6. A notarized Letter of Intent from either the plumbing contractor or homeowner including: Name of Property owner, Property address and a short description of the work to be done.
 7. Notarized [Plumbing Affidavit](#) signed by the owner of the property and notarized for any owner doing their own plumbing work. This is for residential construction only.
 8. [Permit fees](#) are due before the permit is issued. We accept exact cash, check or Master Card and Visa. (The building application fee will have been credited toward the final permit fee).
 9. The [Performance Bond](#) insures code compliance and is included in your permit fee. This portion of the fee is fully refunded once the final approved inspection has been completed
 10. All [contractors](#) working on the project are required to be registered with Du Page County Building Division and have a current registration when the permit is issued.

Requirements for properties on well water:

18-404.9: - BACKFLOW PROTECTION.

1. Water well systems shall be equipped with backflow prevention devices appropriate for the installation.
2. A reduced pressure zone (RPZ) backflow assembly meeting ASSE Standard 1013 shall be required on any water well system connected to an in-ground irrigation system except for pond leveling wells which utilize a free-fall drain with adequate fixed air gap. An RPZ assembly shall be **permanently installed and not removed in the winter inside an enclosure** meeting ASSE Standard 1060 Class 1-V, or other heated enclosure approved by the Department (Health).

(Ord. HHS-O-1127-16, 8-9-2016; Ord. of 6-12-2018)

Zoning Requirements:

Must be located on the subject property and not in the public right of way.

Drainage Requirements:

Provide location on plat of survey. Proposed structures cannot have a negative impact on the existing drainage for the neighboring properties. **Disclaimer:** If there are any special management areas (including any of the following; floodplain, wetland and wetland buffer) on the property additional permit requirements may be needed. See Sec.8-128.2 of the County's Building Code for Minimum Plan Requirements.

Inspections: (a minimum of 24 hours advance notice required for inspection scheduling) Please contact the Building Division at 630-407-6700 to schedule an inspection. Please send the RPZ report to our office as well. (Where no work has been started within 180 days after the issuance of a permit, or when more than 180 days lapses between required inspections, such permit shall be void. No work shall commence prior to issuance of permit).

Feel free to contact our office if you have any questions regarding the permit or inspection process at 630-407-6700. The office location is 421 N. County Farm Road, Wheaton, IL 60187. You can visit our web site at www.dupagecounty.gov/building. Our fax number is 630-407-6702.

CALL BEFORE YOU DIG – CONTACT [J.U.L.I.E.](#) - 1-800-892-0123 FOR UNDERGROUND UTILITY LOCATIONS