

ORDINANCE NO. 2493-25

AN ORDINANCE ADOPTING THE VILLAGE OF HAWTHORN WOODS
BUILDING CODE

WHEREAS, the Mayor and the Board of Trustees have determined that it is in the best interest of the Village of Hawthorn Woods to create a Hawthorn Woods Building Code using the 2018 Edition of the International Building Code as the Village model; and

WHEREAS, the 2018 Edition of the International Building Code is a comprehensive compilation of codes designed to meet the needs of local building jurisdictions through model code regulations that prescribe safeguards for the safety and public health of all communities; and

WHEREAS, the 2018 International Building Code, as amended, is founded on principles intended to establish provisions consistent with the scope of a building code that adequately protects health, safety and welfare; provisions that do not unnecessarily increase construction costs; provisions that do not restrict use of new materials, products or methods of construction; and provisions that do not give preferential treatment to particular types of classes of materials, products or methods of construction; and

WHEREAS, the International Code Council (ICC) offers a complete set of building codes without the regional limitations or technological disparities of the past. These codes are fully compatible with a larger set of codes also promulgated by the ICC. Those codes are the International Building Code (IBC), International Energy Conservation Code (IECC), International Fuel Gas Code (IFGC), International Mechanical Code (IMC), International Residential Code (IRC), the International Property Maintenance Code (IPMC), International Fire Code (IFC), and International Existing Building Code (EBC); and

WHEREAS, one of the main benefits of this Code is the model code development process under which it has been designed. This offers an international forum for building professionals to discuss and debate the various requirements found herein. The model code

system also encourages international consistency in the application of the provisions within the code.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and the Village Board of Trustees of the Village of Hawthorn Woods, Lake County, Illinois, as follows:

SECTION ONE: Chapter 8-1-1 of the Hawthorn Woods Municipal Code is hereby deleted and replaced by the following:

...“

8-1-1 – BUILDING CODE

This chapter shall be known and cited as the Hawthorn Woods Building Code.

A – BUILDING CODE CREATED

There is created and established, in and for the Village of Hawthorn Woods, the Hawthorn Woods Building Code.

B – ADOPTION OF THE INTERNATIONAL BUILDING CODE

Code Adopted: Adoption Of The International Building Code: A certain document, a copy of which is on file in the Office of the Village Clerk , being marked and designated as International Building Code, 2018 edition, as published by the International Code Council, Inc., be and is hereby adopted as the Building Code of the Village, for the control of buildings and structures herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of the Building Code are hereby referred to, adopted and 166made a part hereof as if fully set out in this section, with the additions, insertions and changes, if any, prescribed in subsection C of this section.

The 2018 International Building Code be and is adopted as the rules and regulations for the construction, alterations, additions, repairs or conversions of all buildings and structures, with the amendments, modifications and additions as hereafter set forth, in the Village of Hawthorn Woods, Lake County, Illinois, applicable to existing or proposed new buildings or structures.

C. – AMENDMENTS TO THE INTERNATIONAL BUILDING CODE

CHAPTER 1 – SCOPE AND ADMINISTRATION

101.1 Title

Delete this section in its entirety and replace with the following:

These regulations shall be known as the Building Code of the Village of Hawthorn Woods, hereafter referred to as “this Code”.

101.4.3 Plumbing

Delete this section in its entirety and replace with the following:

The provisions of the current Hawthorn Woods Plumbing Code, as adopted and amended by the Village of Hawthorn Woods from time-to-time, shall apply to the installation, alterations, repairs, and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and when connected to a water and sewer system and all aspects of a medical gas system. Whenever the International Plumbing Code is referenced in this Code, it shall be replaced with "the current edition of the current State of Illinois Plumbing Code as adopted and amended from time to time by the Village of Hawthorn Woods".

Add as an additional section:

101.4.8 Electrical

The provisions of the current edition of the 2020 National Electric Code as adopted and amended by the Village of Hawthorn Woods shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures and appurtenances thereto. Whenever the International Electrical Code is referenced in this Code, it shall be replaced with "the current edition of the Hawthorn Woods Electrical Code as adopted and amended from time to time by the Village of Hawthorn Woods".

SECTION 103 – DEPARTMENT OF BUILDING SAFETY

Delete this section in its entirety and replace with the following:

SECTION 103 – BUILDING DIVISION

103.1 Creation of Enforcement Agency

The Building Department, under the direction of the Community Development Director, is charged with the enforcement of this Code. The official in charge of the Building Department shall be known as the "Building Official" and also referred to as the Community Development Director.

103.2 Appointment

The Community Development Director shall be appointed by the Village Mayor with consent of the Board of Trustees and operate under the direction of the Chief Operating Officer.

Add as an additional section:

SECTION 104 – DUTIES AND POWERS OF BUILDING OFFICIAL

104.1.1 Duties of the Community Development Director

Supervise and direct all operations and employees of the Building Division. Provide for the enforcement of all ordinance provisions relating to building, zoning or housing, and the inspection of all buildings or structures being erected or altered within the Village. Make recommendations for the health, safety and welfare of the community and for the improvement of the department. Maintain safe working conditions in the department and oversee compliance with the safety procedures and policies of the Village Board.

Add as an additional section:

104.1.2 Duties of the Building Inspector

Serve as the building inspector for all new construction, alterations, modifications, or repairs on residential, commercial and industrial buildings. Under the direction of the Community Development Director, perform all plan reviews and field inspections associated with residential, commercial and industrial construction, inform contractors of violations, meet with owner, tenants, contractors, businesses and others to review and explain code requirements, violations, and potential violations. Assist in establishing and enforcing current codes,

ordinances, rules and regulations. Investigate and follow-up on building code-related complaints. Issue citations for building and zoning violations, issue stop work orders, and appear and testify in court when necessary. Comply with all safety procedures and policies of the Village. Perform special tasks, projects and plan reviews as assigned.

Assist the Community Development Director with enforcement of the Village building, zoning, and property maintenance codes.

Add as an additional section:

104.1.3 Duties of the Plumbing Inspector

Serve as the plumbing inspector for all new construction, alterations, modifications, or repairs on residential, commercial and industrial buildings. Under the direction of the Community Development Director, perform all plumbing plan reviews and field inspections, inform builders and property owners of violations, and meet with owners, tenants, contractors, businesses and others to review and explain code requirements, violations, and potential violations. Assist the Community Development Director with enforcement of the Hawthorn Woods Plumbing Code. Assist in establishing and maintaining current codes, ordinances, rules and regulations. Investigate and follow-up on plumbing code-related and other complaints. Comply with all safety procedures and policies of the Village. Perform special tasks, projects and plan reviews as assigned.

Add as an additional section:

104.1.4 Duties of the Code Enforcement Officer

Serve as the property maintenance inspector for existing residential, commercial and industrial properties under the direction of the Community Development Director, perform field inspections and assist with enforcement of ICC Property Maintenance Code and Village building, zoning and related ordinances. Assist in establishing and maintaining the current codes, ordinances, regulations, programs and policies of the Village. Comply with all safety procedures and policies of the Village. Perform special tasks and projects as assigned.

SECTION 105 – PERMITS

105.1.1 Annual Permit

Delete this section in its entirety.

105.1.2 Annual Permit Records

Delete this section in its entirety.

105.2 Work Exempt from Permit

Delete the following Numbers from this section:

Building:

1. One story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area is not greater than 120 square feet.
2. Fences not over 7 feet high.
5. Water tanks supported directly on grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter of width does not exceed 2:1.
6. Sidewalks and driveways not more than 30 inches above adjacent grade, and not over any basement or story below are not part of an accessible route.

105.3.2 Time Limitation of Application

Delete 180 days as the timeframe for abandoned permits and insert 90 days in its place.

105.5 Expiration of Permit

Delete this section in its entirety and replace with the following:

All building permits shall expire as identified in Section 8-2-5 Term of Permit of the Hawthorn Woods Municipal Code. If approved, permits may be extended as outlined per Section 8-2-5.

Add as an additional section:

105.5.1 Permit Renewal

Permits may be renewed per subsection 8-2-5B Permit Renewal of the Hawthorn Woods Municipal Code.

105.7 Placement of Permit

Delete this section in its entirety and replace with the following:

The building permit placard must be displayed at all times during construction. The placard must be placed in a position to be plainly legible and visible from the street or road fronting the property.

SECTION 107 – SUBMITTAL DOCUMENTS

107.2.1 Information on Construction Documents

Delete the first sentence in this section and replace with the following:

Construction documents shall be dimensioned and drawn upon a maximum of 24" x 36" suitable material with the number of sets submitted to the Village to be determined by the Community Development Department. Electronic submittals are preferred and encouraged.

Add as an additional section:

Climatic and Geographic Design Criteria

Ground snow load	30
Wind speed (mph)	3 second 115
Topographic effects	No
Special wind region	No
Wind-borne debris zone	No
Seismic design category	A
Weathering	Severe
Frost line depth	42 inches
Termite	Moderate to heavy
Winter design temperature	(-) 4 degrees
Ice shield underlayment	Yes
Flood hazard	See Lake County storm water management
Air freezing index	2000
Mean annual temperature	50 degrees

Add as an additional section:

107.2.5.2 Permit Plat Requirements

Surveys prepared by an Illinois Licensed Land Surveyor must be submitted with the following information during the course of the building construction (for all new construction and additions): J SII plats will be prepared in North American Vertical Datum 1988 (N.A.V.D. 88-W-2012 Geoid or most current).

1. Permit Plat. (Submitted with the building permit application)

- Be clearly labeled as "permit plat"
- Legal description, per most current recorded deed
- Lot corner and grade break spot elevations
- Indicate proposed location, including setbacks
- Top of foundation elevations including all steps in the foundation
- Finished garage floor finished elevation
- Slab on grade buildings must indicate finished floor elevations
- Locations of all existing and proposed utilities to the lot and on the lot
- Lot number
- Street address number
- Grading contours
- Driveway slope
- Easements and any other encumbrances
- Note the found or set monuments (type) at the lot corners

2. Spot Survey

- Survey must be labeled as "Spot Survey"
- Legal description, per most current recorded deed
- Indicate true location of foundation from all property lines
- True top of foundation elevation
- Walkout and lookout elevations including all foundation steps
- Lot number

- Street address number
 - Easements and any other encumbrances
 - Note the found or set monuments (type) at the lot corners
3. Final Survey
- Must be labeled as “Final – As Built Survey”
 - Legal description, per most current recorded deed
 - Setbacks from all property lines
 - True grading contours
 - As built spot elevations
 - Locations of all sidewalks
 - Driveway slope
 - Driveway location
 - Utility connection locations, b-box, sanitary, storm hydrants, light poles
etc.
 - Air conditioning unit location
 - Location of any patios, decks, or other permanent structures on the lot
 - Lot number
 - Street address number
 - Easements and any other encumbrances
 - Note the found or set monuments (type) at the lot corners

107.3.1 Approval of Construction Documents

Add the following sentence after the last line of this section:

Upon final approval of the construction documents the applicant shall submit an electronic version of all approved construction documents in a format acceptable to the Village of Hawthorn Woods at the time of permit issuance.

SECTION 108 – TEMPORARY STRUCTURES AND USES

108.1 General

Delete “180 days” and insert “90 days”.

SECTION 109 – FEES

109.2 Schedule of Permit Fees

Delete this section in its entirety and replace with the following:

On alterations requiring a permit, a fee for each plan review, building permit, inspection, certificate of occupancy or impact fee shall be paid in accordance with the Village of Hawthorn Woods fee schedule listed in Title 11 of the Hawthorn Woods Municipal Code and as amended from time to time, or in accordance with any applicable annexation agreements.

109.4 Work Commencing Before Permit Issuance

Delete this section in its entirety and replace with the following:

Any person who commences any work on a building, structure, electrical, gas, mechanical, or plumbing system before obtaining the necessary permits shall be subject to a fine of twice the building permit fee established in the Village of Hawthorn Woods fee schedule listed in Title 11 of the Hawthorn Woods Municipal Code and as amended from time to time for said project, or a minimum of \$100, whichever is greater, in addition to all other permit fees. The Community Development Director is authorized to waive or reduce such fee as determined by the circumstances surrounding the commencement of work without first obtaining a permit. A new permit shall not be issued by the Village of Hawthorn Woods while a property is in violation of the Hawthorn Woods Municipal Code.

Add as an additional section:

109.7 Additional Fees

Additional fees related to plan reviews or inspections of work performed, including retaining professional services, by persons other than Village staff shall become additional fees. These fees and services may be provided only with the concurrence of the developer, owner, or applicant in advance of securing these services.

The costs associated with this performance shall become additional fees paid to the Village of Hawthorn Woods prior to approval of the submittal, or providing the results to the developer, owner, or applicant.

SECTION 113- BOARD OF APPEALS

Delete this section, including subsections 113.1, 113.2 and 113.3, in its entirety and replace with the following:

The owner or lessee of a building or structure, or their duly authorized agent, may appeal any determination or decision of the Community Development Director to the Village Board of Trustees by serving a written notice thereof on the Village Clerk within thirty (30) days after being notified of the determination or decision. In the event of such an appeal, the Village Board of Trustees shall either affirm, reverse or modify the determination or decision.

SECTION 114 – VIOLATIONS

114.4 Violation Penalties

Delete this section in its entirety and replace with the following:

Any person, firm, or corporation which shall violate any provision of this Code, or shall fail to comply with any of the requirements thereof or shall erect, construct, alter, or repair a building or structure in violation of an approved plan or directive from the Building Official, or of a permit or Certificate of Occupancy issued under the provision of this Code, shall be subject to penalty as provided in Section 1-4-1 of the Hawthorn Woods Municipal Code. Each day that a violation continues after due notice has been served shall be deemed a separate offense. A new permit shall not be issued by the Village of Hawthorn Woods while a property is in violation of the Hawthorn Woods Municipal Code.

SECTION 115 – STOP WORK ORDER

115.1 Authority

Delete this section in its entirety and replace with the following:

Refer to Title 8, Chapter 2, Section 8-2-6 of the Hawthorn Woods Municipal Code.

Add as an additional section:

115.4 Unlawful Notice Removal

Any person, firm or corporation who removes a stop work order, violation notice or other posted notices from the Village shall be subject to a fine of \$750.00.

SECTION 1101 – GENERAL

1101.2 Design

Delete this section in its entirety and replace with the following:

Buildings and facilities shall be designed and constructed to be accessible with current addition of the Illinois Accessibility Code.

SECTION 2901 – GENERAL

2901.1 Scope

Delete this section in its entirety and replace with the following:

The current State of Illinois Plumbing Code shall govern the installation, alteration, repairs, relocation, replacement, addition to, use or maintenance of plumbing equipment and systems. Plumbing systems and equipment shall be constructed, installed, and maintained in accordance with the latest edition of the current State of Illinois Plumbing Code adopted and amended from time to time by the Village of Hawthorn Woods.

SECTION 3001 – GENERAL

3001.2 Referenced Standards

Delete this section in its entirety and replace with the following:

Referenced Standards to be as stringent as and comply with current Illinois Elevator Safety Act (225 ILCS 312) and its Rules. For applications not covered by the Illinois Elevator Safety Act, those conveyance applications shall be covered under the IBC code by the Authority

Having Jurisdiction (AHJ) for new installation, permits, final acceptance, periodic inspections and testing, unsafe conditions, power to seal equipment, put conveyance out of service, and certificate compliance as well as owner / agent responsibility for contractor, maintenance, accident/injury responsibility.

Referenced Standard from IBC 2018: Safety Code for Elevators and Escalators (ASME A17.1), Performance Based Safety Code for Elevators and Escalators (A17.7), Safety Standard for Platform Lifts and Stairway Chairlifts (ASME A18.1), Safety Standard for Belt Manlifts (A90.1), Safety Standard for Conveyors and Related Equipment (B20.1)

Referenced Standards from (225 ILCS 312): Safety Code for Elevators and Escalators (ASME A17.1), the Standard for the Qualification of Elevator Inspectors (ASME QEI-1), the Automated People Mover Standards (ANSI/ASCE/T&DI 21), and the Safety Standard for Platform Lifts and Stairway Chairlifts (ASME A18.1).

3001.3 Accessibility

Add the following after the last sentence in this section:

All passenger elevators must also comply with the most recent edition of the Illinois Accessibility Code.

SECTION 3002 – HOISTWAY ENCLOSURES

3002.4 Elevator Car to Accommodate Ambulance Stretcher

Delete this section in its entirety and replace with the following:

Where elevators and lifts and dumbwaiters are provided in buildings, not fewer than one elevator/lift shall be provided for fire department emergency access to all floors regardless of rise. One-family and two-family residential homes shall be excluded from this requirement. Such elevator car and lifts shall be of such size and arrangement to accommodate a minimum 24 inch by 84 inch ambulance stretcher in the horizontal open position and shall be identified by the International Symbol for emergency medical services (Star of Life).

The symbol shall not be less than 3 x 3 inches high and wide (76 mm x 76 mm) and shall be placed inside on both sides of the main lobby hoist way door frame.

3003.3 Standardized Fire Service Elevator Keys

Add the following after the last sentence in this section:

This section shall only apply to new elevators and elevators that undergo modernization.

3004.4. Personnel and Material Hoists

Add the following after the last sentence in this section:

All miscellaneous hoisting and elevating equipment shall be subjected to tests and inspections as required by the Authority Having Jurisdiction to ensure safe operation.

3005.1 Access

Add the following after the last sentence in this section:

The machine room is not to be used as a passageway to other areas of the building or roof.

3005.4 Machine Rooms, Control Rooms, Machinery Spaces, Control Spaces

Delete Exception Number 2 in its entirety.

Add as an additional section:

3009.1 Final Inspections and Testing

The operation of all equipment governed by the provisions of this chapter and hereafter installed, relocated or altered shall be unlawful by persons other than the installer until such equipment has been inspected and tested as herein required and a final certificate of compliance has been issued by the Authority Having Jurisdiction.

Add as an additional section:

3009.2 Posting of Certificate

The owner or lessee shall post the current-issued certificate of compliance in a conspicuous place inside the conveyance, a copy of the current issued certificate is acceptable.

Please refer to Illinois Elevator Safety Act.

Add as an additional section:

APPENDIX N – APPROVED AND PROHIBITED EXTERIOR BUILDING

MATERIALS

The following materials are approved for exterior use in the construction of non-residential buildings and accessory structures in the Village of Hawthorn Woods:

EXTERIOR WALL COVERING

1. Face brick (minimum 4" thickness)
2. Stone (minimum 4" thickness, or 2" thinset as approved by building division)
3. Cedar or equivalent wood sidings
4. Stucco
5. Architectural concrete block (samples must be submitted for approval)
6. Aluminum materials for soffits and fascia boards
7. Individual glass windows in wood or aluminum frames (glass curtain walls are not included in this category)
8. Glass block for accenting purposes (glass block walls are not included in this category)
9. Limestone
10. Fiber-cement board
11. Fiber-cement material for trim, freeze boards, soffits and fascia boards, provided that corner trim be but a minimum of five and one-quarter inches (5 1/4") wide and siding cannot protrude beyond the face of the corner trim board
12. Concrete block, as authorized by the Village
13. Precast concrete wall panels (stamped-brick or stamped-stone)

ROOF COVERING

1. All roofs are required to have at least two (2) rows of ice & water shield.
2. Standing seam metal roofing and canopy covers in earth-tone colors (samples must be submitted for approval)

3. Wood shake shingles
4. Synthetic Wood shake shingles
5. Vinyl asphalt shingles and architectural grade asphalt shingles (30 year minimum)
6. Slate Shingles
7. Synthetic Slate Shingles

Samples of all materials to be used, in the color to be used, must be submitted to the building department.

Without in any way limiting the prohibition on the exterior use of any materials not included in the above list for construction of non-residential (one-family and two-family) buildings and accessory structures in the village of Hawthorn Woods, the village of Hawthorn Woods has considered and expressly rejects the inclusion of the following materials in the list of approved exterior building materials set forth above:

1. Aggregate matrix panels
2. Vinyl, or aluminum, steel or other metal, sidings, cornerboards or trim
3. Plywood or masonite siding
4. Panel brick
5. Curtain wall construction, unless authorized by Village
6. Reflective glass
7. Glazed wall tile or glazed masonry units
8. Bright wall flashings or copings
9. Metal wall panels unless authorized by Village
10. Exposed structural framing and miscellaneous metals
11. Staccato boards
12. Fiber-cement panel sheeting material

...”

SECTION TWO: That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, superseded by this Ordinance.

SECTION THREE: If any section, clause, paragraph, or provision of this ordinance shall be found invalid by a court of competent jurisdiction, such judgment shall not effect, impair, invalidate, or nullify the remainder of this ordinance, but only the part found to be invalid by such court.

SECTION FOUR: This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form, as provided by law.

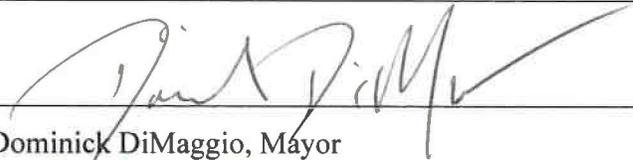
The foregoing Ordinance was passed by a roll call vote as follows:

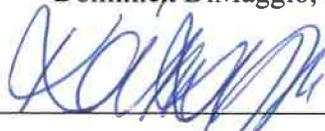
AYES: KATSKIE, MCCARTHY, RYCHLIK, BARKER, HURST, LAMAN

NAYS: Ø

ABSTENTIONS: Ø

ABSENT: Ø

APPROVED: 
Dominick DiMaggio, Mayor

ATTEST: 
Katreina Koprowski, Village Clerk

PASSED: JULY 21, 2025

APPROVED: JULY 21, 2025

PUBLISHED: JULY 21, 2025

