

City of Crystal Lake

Community Development Department

100 W. Woodstock Street
Crystal Lake, IL 60014
www.crystallake.org



Phone (815) 356-3605
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FACTORY-BUILT FIREPLACE

Please provide the following information when applying for a building permit:

- Apply online using [City of Crystal Lake ez APP](#) **OR** submit a [Building Permit Application](#)
Applications are available at City Hall or online at the City's website, www.crystallake.org.
- Two copies of a current Plat of Survey showing all proposed work including size (dimensions) of the chimney, Location on lot, easements, setbacks, and location of other structures (house, sheds, decks, etc).
- Two sets of structural plans showing the following: Hearth materials and sizes, location of fireplace flue termination and exterior elevations.
- Submit fireplace manufacturer's installation instructions and specifications.
- Homeowners Association approval may be required.

Inspections

Please schedule all inspections by 4:00 P.M. the day before the inspection.

The following inspections may be needed for a factory built fireplace:

- Rough framing
- Rough electric
- Rough gas (after flue is installed)
- Final

Please provide the following when requesting an inspection:

- Inspection type
- Address
- Date and time frame (am or pm)
- Permit number
- Name and telephone number of homeowner/contractor requesting inspection

General installation requirements

- Factory-built fireplaces shall be listed and labeled and shall be installed in accordance with the conditions of the listing.
- Factory-built fireplaces shall be tested in accordance with UL 127.

Please note that the information provided in this handout is general in nature. If you have specific questions or need additional information, please contact a Community Development Department representative at (815) 356-3605 or building@crystallake.org.