

CITY OF EVANSTON  
MINIMUM REQUIREMENTS – CONDOMINIUM CONVERSION  
January 2007

**The following are mandatory minimum requirements for any condominium conversion of an existing residential, rental building:**

1. Drawings must be submitted, prepared by an Illinois Licensed Architect, representing complete building floor plans, clearly delineating the proposed scope of work in each room. For rooms where no work is proposed it will be noted as “no work” in that room.
2. Electrical outlets will meet the requirements of the current adopted edition of the *National Electrical Code* for any new work, and for existing Kitchens and Bathrooms. All other rooms will need to provide, at a minimum, one grounded outlet per wall.
3. Total electrical load calculations, including the above requirements, need to be submitted for review and approval of proposed electrical service size to the building.
4. All plumbing fixtures will be in good working order, with water shut offs at all water sources. Valving shall be arranged so that water service to each unit can be shut off without shutting off any other unit's service.
5. All gas appliances will have shut offs, as per current adopted requirements.
6. All windows will be operable, and in good working order.
7. Handrails and guardrails will be provided as per requirements of the current adopted edition of the Building Code.
8. Battery back-up emergency egress lighting will be provided to meet the current adopted edition of the Building Code and/or NFPA Life Safety Code.
9. Hardwired smoke detectors with battery back-up will be installed in all bedrooms and within 15 feet of all sleeping areas. All detectors will be interconnected such that when one sounds all will sound within a unit.
10. A full automatic fire suppression system (sprinkler system) and a fire alarm system will be required. Separate Building Permits are required for each of these systems. Contact the Fire Department @ 847-866-5928 for permit information.
11. A carbon monoxide (C.O.) detector will be installed in all units of a building. Detectors shall be within 15 feet of all sleeping rooms.
12. A minimum one hour fire rating (U.L. approved system) will be provided at any use group separation. (i.e. between common storage/laundry facilities and residential)
13. A minimum of a 1¾" solid core door with a closer (not spring hinges) will be required at the interior dwelling unit entry door(s). Stairway doors and frames at corridors must be rated for 60 minutes, with closers.
14. All interior and exterior stairs must be in good structural repair.