

DEPARTMENT OF BUILDING AND  
ZONING  
OF COOK COUNTY, ILLINOIS

Timothy P. Bleuher  
COMMISSIONER OF BUILDING AND ZONING  
OF COOK COUNTY



County Administration Building  
69 W. Washington, Suite 2830  
Chicago, IL 60602-3169  
TEL (312) 603-0500  
FAX (312) 603-9940  
TDD (800) 526-0857

## VIDEO GAMING PERMIT REQUIREMENTS

The Department of Building and Zoning now requires digital submissions for all applications and supporting documents. Applicants that have digital files 25MB or less are encouraged to email their submittals to: [Intake.bnz@cookcountyil.gov](mailto:Intake.bnz@cookcountyil.gov).

Applications will be entered in the order they are received. When your application is entered, we will assign a permit review number for you to track status online. When the permit has been reviewed and completed, payment details will display on your permit status page. After payment has been received, your permit will be issued and mailed to you.

**A permit is required for unincorporated properties where video gaming terminals will be installed as regulated by the Illinois Gaming Board.**

1. Complete the full permit application in its entirety.
2. If the project involves alterations and remodeling to an existing space to accommodate video gaming terminals, provide drawings and letters of intent from general, carpentry and drywall contractor(s). For general contractor registration and the above trades, please visit the Cook County Contractor Registration website: <https://www.cookcountyil.gov/service/contractor-registration>
3. The business owner shall either establish or update their business occupancy registration with the Zoning Administrator for video gaming. Please download the appropriate application on The Cook County website at the following URL: <https://www.cookcountyil.gov/service/business-occupancy-0>.

*Please note that this use is prohibited in all Residential Districts, C-1 Restricted Business and C-5 Commercial Transitional Districts.*

4. Submit a letter of intent including the detailed scope of work from a registered electrical contractor. The letter of intent must be addressed to the Cook County Department of Building and Zoning, contain the owner's name and address of the installation, and be signed with the supervising electrician's actual signature. The scope of work should include the number of video gaming machines, the number and size (in amperes) of circuits, number of voice data locations, and the number of cameras. A fully completed and signed [Electrical Permit Application](#) may serve as a letter of intent.
5. Submit an electrical floorplan drawing showing:
  - A. Location of all receptacles
  - B. Location of voice / data (including routers or servers)
  - C. Location of cameras (including routers, servers or DVRs)
  - D. Location of the electrical panel
  - E. If a business is missing any of the required exit signs or emergency lights, they must be installed under this permit and shown in the electrical floorplan. Provide cut sheets of all exit / EM lights. They must be listed by a Nationally Recognized Testing Laboratory and have a metal housing. A plastic housing is not allowed by code.
  - F. All electrical work must comply with the [2014 Cook County Electrical Code](#).
6. Include cut sheets of the video gaming terminals, cameras and equipment (servers, DVRs, etc.).
7. To ensure the location of the machines will not impact egress, an approval letter from the local fire district is required.

NOTICE: The Department of Building and Zoning administers applicable building and electrical codes and regulations as they pertain to the County. It does not administer the gaming regulations codified by the State as directed toward placement, installation, etc.