

# CITY OF PALOS HILLS

10335 S. ROBERTS RD. | PALOS HILLS, ILLINOIS 60465  
PHONE: 598-3400

## APPLICATION FOR BUILDING PERMIT

DATE OF APPLICATION \_\_\_\_/\_\_\_\_/20\_\_\_\_

\_\_\_\_\_  
ADDRESS OF STRUCTURE

LOT NUMBER      BLOCK NUMBER      SUB DIVISION      RE INDEX NUMBER

- |  |  |   |                                   |                                |
|--|--|---|-----------------------------------|--------------------------------|
| <input type="checkbox"/> HOUSE           | <input type="checkbox"/> GARAGE        | <input type="checkbox"/> FENCE          | <input type="checkbox"/> OFFICE   | <input type="checkbox"/> STORE |
| <input type="checkbox"/> RES. ADD.       | <input type="checkbox"/> COMM. ADD. OR | <input type="checkbox"/> CHANGE         | <input type="checkbox"/> ELECTRIC | <input type="checkbox"/> SHED  |
| <input type="checkbox"/> ABOVE GRD. POOL | <input type="checkbox"/> IN GRD. POOL  | <input type="checkbox"/> DECK           | <input type="checkbox"/> DEMO     |                                |
| <input type="checkbox"/> PATIO ROOM      | <input type="checkbox"/> MULTI-FAMILY  | <input type="checkbox"/> LAWN SPRINKLER | <input type="checkbox"/> COMM     |                                |
| <input type="checkbox"/> OTHER _____     |  |   |                                   |                                |

Owner – When completed	Present Address	Phone
Architect	Phone	Plan No.
General Contractor	Address	Bus. & Home Phone
Excavator	Address	Phone
Concrete Contractor	Address	Phone
Carpentry	Address	Phone
Masonry	Address	Phone
Heating Contractor	Address	Phone
Electrical Contractor	Address	Phone
Plumbing and/or Sewer Contractor	Address	Phone
Roofing Contractor	Address	Phone

PERMIT NUMBER \_\_\_\_\_

ISSUED BY \_\_\_\_\_

APPROVED BY \_\_\_\_\_

FLOOD PLAIN       YES       NO

ESTIMATED VALUE (EXCLUSIVE OF LAND)

\$ \_\_\_\_\_

ZONING \_\_\_\_\_

PLAN EXAM FEE	\$ _____
BUILDING CONST. FEE	\$ _____
PLUMBING FEE	\$ _____
ELECTRIC FEE	\$ _____
HEATING FEE	\$ _____
BASIC INSPECTION FEE	\$ _____
GRADE SET FEE	\$ _____
BUILDERS NAME LIST FEE	\$ _____
C. OF O. FEE	\$ _____
TOTAL PERMIT FEE	\$ _____
SECURITY DEPOSIT	\$ _____
TOTAL FEE	\$ _____

**BUILDING DEPARTMENT NOTES:**

**PLEASE REVIEW REVERSE SIDE OF THIS APPLICATION FOR INSTRUCTIONS AND CONDITIONS**

THIS APPLICATION SHALL BE ACCOMPANIED BY THREE (3) SETS OF PLANS, ONE (1) SET OF SPECIFICATIONS AND TWO (2) FULLY ENGINEERED SITE DEVELOPMENT PLANS, (INCLUDING; EXISTING SITE ELEVATION (U.S.G.S.). EXISTING ELEVATION ON ALL CONTINUOUS PROPERTY., PROPOSED FOUNDATION ELEVATIONS, BUILDINGS LOCATION, DIRECTION OF SURFACE RUNOFF, FINAL ELEVATION OF LOT, CULVERT LOCATION AND ELEVATION, ALL OFF STREET LOADING AND PARKING MUST BE SHOWN GIVING ALL DIMENSIONS, NUMBER OF LOADING BERTHS AND NUMBER OF PARKING SPACES. TO BE SEALED AND SIGNED BY REGISTERED ENGINEER AND BUILDER. J.B.M TO BE PLACED ON THE NEAREST HYDRANT OR MANHOLE RIM. TO BE APPROVED BY THE BUILDING DEPARTMENT. COPY OF CONTRACT MAY BE REQUIRED BY BUILDING DEPARTMENT.

UPON COMPLETION OF FOUNDATION, CONTRACTOR MUST SUBMIT TO THE BUILDING DEPARTMENT, A SURVEY LOCATING THE FOUNDATION ON THE LOT GIVING ALL FRONT, SIDE AND REAR YARD DIMENSIONS AND TOP OF FOUNDATION ELEVATION. A SURVEY PREPARED BY ANONE BUT A LICENSED SURVEYOR WILL NOT BE ACCEPTABLE. CONTRACTOR MUST NOT PROCEED WITH CONSTRUCTION UNTIL PLOTTED SURVEY IS APPROVED BY THE BUILDING COMMISSIONER.

SEWER PERMIT FROM THE WATER RECLAMATION DISTRICT IS REQUIRED FOR ANY COMMERCIAL BUILDING. CONTRACTOR MUST ADHERE TO THE WATER RECLAMATION DISTRICTS MANUAL OF PROCEDURES FOR THE ADMINISTRATION OF THE SEWER PERMIT ORDINANCE. COOK COUNTY HIGHWAY DEPARTMENT PERMIT IS ALSO NEEDED. MWRD FINAL INSPECTION REPORT IS NECESSARY BEFORE CERTIFICATE OF OCCUPANCY WILL BE ISSUED.

**CONDITIONS:** PLANS, SPECIFICATIONS AND SURVEY ARE ATTACHED HERETO AS A PART OF THIS APPLICATION. THE APPLICANT HEREBY CERTIFIES TO THE CORRECTNESS OF THE ABOVE INFORMATION AND AGREES TO ADHERE TO ALL OF THE PROVISIONS OF THIS APPLICATION AND THE BUILDING AND ZONING ORDINANCES OF THE CITY OF PALOS HILLS, ILLINOIS.

ANY DEVIATION TO THE APPROVED PLAN MUST BE SUBMITTED TO AND APPROVED BY THE BUILDING DEPARTMENT PRIOR TO CHANGE.

THIS PERMIT IS ISSUED WITH THE EXPRESS STIPULATION THAT ANY EXISTING SIDEWALK THAT IS DAMAGED WILL BE RELAYED BY OWNER OR HIS AGENT AT THE OWNERS EXPENSE FOR COMMERCIAL BUILDING WHERE THERE IS NO SIDEWALK AT THE LOCATION SHOWN ABOVE, ONE WILL BE LAID BY OWNER OR HIS AGENT AT THE OWNERS EXPENSE.

---

PROPOSED FOUNDATION GRADE IN RELATION TO CURB OR CROWN OF STREET \_\_\_\_\_

BUILDING CANNOT BE OCCUPIED WITHOUT ISSUANCE OF OCCUPANCY PERMIT.

ALL DESCRIBED WORK MUST BE COMPLETED WITHIN ONE YEAR OF ISSUANCE OF PERMIT.

ALL BUILDINGS UNDER CONSTRUCTION MUST HAVE A DUMPSTER ON SITE. STREETS ARE TO BE CLEAN AT ALL TIMES.

---

APPLICANT SIGNATURE

\_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_\_  
DATE OF APPLICATION