



## BUILDING PERMIT APPLICATION

**\*\* PLEASE COMPLETE BOTH PAGES \*\***

**ADDRESS:** \_\_\_\_\_ **Cost of Construction: \$** \_\_\_\_\_  
Type of property:  Residential  Commercial

Property Owner or Business Tenant (required): \_\_\_\_\_  
Address: \_\_\_\_\_ City, State, ZIP: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Name (if not property owner): \_\_\_\_\_ Company: \_\_\_\_\_  
Address: \_\_\_\_\_ City, State, ZIP: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**DESCRIPTION OF WORK:** \_\_\_\_\_

TYPE OF IMPROVEMENT: (\*\* indicates additional application; please see project guidelines for requirements)

- |   |   |  |  |
|---|---|--|--|
| <input type="checkbox"/> Addition           | <input type="checkbox"/> Fence**            | <input type="checkbox"/> Mechanical          | <input type="checkbox"/> Sign - Permanent    |
| <input type="checkbox"/> Air Conditioner    | <input type="checkbox"/> Fire Alarm         | <input type="checkbox"/> New Construction    | <input type="checkbox"/> Sign - Temporary    |
| <input type="checkbox"/> Basement Remodel   | <input type="checkbox"/> Fire Damage Repair | <input type="checkbox"/> Patio/Walks/Landing | <input type="checkbox"/> Swimming Pool       |
| <input type="checkbox"/> Burglar Alarm      | <input type="checkbox"/> Fire Suppression   | <input type="checkbox"/> Parking Lot         | <input type="checkbox"/> Trailer             |
| <input type="checkbox"/> Deck               | <input type="checkbox"/> Foundation Repair  | <input type="checkbox"/> Plumbing            | <input type="checkbox"/> Tenant Buildout     |
| <input type="checkbox"/> Demolition         | <input type="checkbox"/> Furnace            | <input type="checkbox"/> Remodel             | <input type="checkbox"/> Tent                |
| <input type="checkbox"/> Driveway/Apron**   | <input type="checkbox"/> Garage             | <input type="checkbox"/> Roof**              | <input type="checkbox"/> Water Heater        |
| <input type="checkbox"/> Electrical         | <input type="checkbox"/> Generator          | <input type="checkbox"/> Sewer Repair**      | <input type="checkbox"/> Window/Glass Door** |
| <input type="checkbox"/> Elevator (New/Mod) | <input type="checkbox"/> Lawn Sprinkler     | <input type="checkbox"/> Shed                | <input type="checkbox"/> Other _____         |

### CONTRACTORS:

Any contractor performing work within the Village must be listed on the permit. All contractors must be registered with the Village prior to permit issuance.

	Address	Phone
General: _____	_____	_____
Alarm: _____	_____	_____
Asphalt: _____	_____	_____
Carpenter: _____	_____	_____
Cement: _____	_____	_____
Electrical: _____	_____	_____
Radon: _____	_____	_____
Excavator: _____	_____	_____
Fence: _____	_____	_____
Mechanical: _____	_____	_____
Plumber: _____	_____	_____
Roofing: _____	_____	_____
Sign: _____	_____	_____
Sprinkler: _____	_____	_____
Other: _____	_____	_____

In consideration of this application and attached forms being made a part thereof and the issuance of permit, I will comply with the rules and regulations set forth in the Buffalo Grove Municipal Code and all work performed under said permit will be in accordance with the approved plans and specification which accompany this application. No error or omission in either the plans or application, whether said plans or application have been approved by the Building Official or not, shall permit or relieve the applicant from constructing the work in any other manner than that provided for in the Municipal Code of this Village relating thereto. The applicant agrees to pay all Plan Review Fees whether they receive a permit or not. The applicant having read this application and fully understanding the intent thereof declares that the statements made are true to the best of my knowledge and belief.

**Signature of Owner or Agent:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PLEASE COMPLETE ALL APPLICABLE INFORMATION**

**New Construction / Interior Remodel**

Improvement (area of remodel) sq ft: \_\_\_\_\_  
 Use Group: \_\_\_\_\_ Zoning: \_\_\_\_\_ Type of Construction: \_\_\_\_\_  
 Dimensions of Bldg: \_\_\_\_\_ Stories: \_\_\_\_\_ Front: \_\_\_\_\_ Depth: \_\_\_\_\_ Height: \_\_\_\_\_  
 No. of sq. ft. per floor: \_\_\_\_\_ Total sq ft of bldg.: \_\_\_\_\_ Total volume of bldg.: \_\_\_\_\_  
 No. of bedrooms: \_\_\_\_\_ Basement: Full / Crawl / Slab Garage: Attached / Detached

**Mechanical**

Type of Heat: \_\_\_\_\_ BTU: \_\_\_\_\_ High Efficiency? Y / N  
 A/C size: \_\_\_\_\_ ton New location? Y / N Other: \_\_\_\_\_

**Electrical**

No. of 15amp Circuits: \_\_\_\_\_ No. of 20amp Circuits: \_\_\_\_\_ No. of 30amp Circuits: \_\_\_\_\_  
 No. of 40/50/60amp Circuits: \_\_\_\_\_ No. of \_\_\_\_\_ Circuits: \_\_\_\_\_  
 Service Size: \_\_\_\_\_ New or Existing: \_\_\_\_\_ No. of feeder circuits: \_\_\_\_\_ Size: \_\_\_\_\_  
 No. of Motors: \_\_\_\_\_ No. over ¾ HP: \_\_\_\_\_ No. under ¾ HP: \_\_\_\_\_  
 Low Voltage System Type: \_\_\_\_\_ Burglar Alarm Type: Wired / Wireless

**Plumbing**

No. of Fixtures: \_\_\_\_\_ No. of Cleanouts: \_\_\_\_\_ No. of Floor Drains: \_\_\_\_\_ No. of Sump Pumps: \_\_\_\_\_  
 No. of Water Heaters: \_\_\_\_\_ Type: \_\_\_\_\_ No. of gas pipe openings: \_\_\_\_\_  
 No. of Backflow Prevention Devices: \_\_\_\_\_ New / Replacement No. of Lawn Sprinkler Heads: \_\_\_\_\_

**Accessory Structure – Shed / Deck / Generator / Cell Tower / Detached Garage / Gazebo / Trailer**

Dimensions: \_\_\_\_\_ Total square feet: \_\_\_\_\_ Height: \_\_\_\_\_

**Driveway / Apron**

Dimensions: \_\_\_\_\_ Expansion: Y / N Driveway Material: Concrete / Asphalt / Brick Apron Material: Concrete / Brick  
 Width of driveway at sidewalk: \_\_\_\_\_ Width of apron at sidewalk: \_\_\_\_\_ Width of apron at curb: \_\_\_\_\_

**Patio / Sidewalk**

Dimensions: \_\_\_\_\_ Total square feet: \_\_\_\_\_ Material: Concrete / Brick Pavers

**Fence**

Height: \_\_\_\_\_ Linear feet: \_\_\_\_\_ Style: \_\_\_\_\_

**Sewer Repair**

Cleanout? Y / N Distance from foundation: \_\_\_\_\_ ft Work in R.O.W.? Y / N (If yes, \$1000 ROW bond required)

**Sign**

Type: \_\_\_\_\_ Dimensions: \_\_\_\_\_ Sq Ft: \_\_\_\_\_ Illuminated? Y / N  
 Temporary Dates: \_\_\_\_\_

**Swimming Pool**

Type: Hot Tub / Spa / Above Ground / In Ground

**Fire Alarm**

Type: New / Modification No. of Fire Alarm System Devices: \_\_\_\_\_ System: Wired / Wireless

**Fire Suppression**

Type: New/Modification System type: \_\_\_\_\_ RPZ: Y / N  
 No. of Firepumps: \_\_\_\_\_ No. of Standpipes: \_\_\_\_\_ No. of Fire Sprinkler Heads: \_\_\_\_\_

**Elevator**

New / Modification? Type: \_\_\_\_\_ Power Type: \_\_\_\_\_ No. of stories: \_\_\_\_\_

Village Time Stamp: