VILLAGE OF LONG GROVE

Building Application and Permit

FOR OFFICE USE ONLY:
PR____ LG/CFD_____ ENG _____ HOA ☐
Date reviewed:
Permit No.:
Date Issued:
Township:
Sec: T: N R:
PIN No.:
Zoning:

APPLICANT: Complete all fields marked with an asterisk (*), as well as complete contractor information. The appropriate application fee ($200.00/New Residence, $100.00/Addition, or $50.00/Other projects) is due at time of application submittal. Once approved for issuance, the permit must be picked up within 30 days of notification of approval or the permit application file shall be destroyed and the deposit forfeited. .

*Property Owner(s) Name:
*Property Owner(s) Present Address:
*Property Owner(s) Phone Number: Cell or Alt. Phone Number:
Legal description of property for which this permit application is requested (attach separately if no subdivision name or lot number):
*Lot #: *Subdivision: (Lake County)
*Legal Address: RFD, *Street Name: , Long Grove, IL 600

Application is hereby made for permission to construct, alter, or install structures or facilities as checked or described below:	
New Single Family Residence	
New Commercial Building	
Other:	
Additions/Alterations to Existing Building:	
Exterior Addition	
Interior Alterations	
Garage	
Exterior Deck	
Patio/Flatwork	
Storage Shed	
Inground Swimming Pool	
Lawn Irrigation	
Reroof	
Exterior Siding	
Driveway	
Septic System	
Demolition	
Other:	

FOR OFFICE USE ONLY:	
Lot Area:	square feet
Floor Area:	square feet
Volume:	cubic feet
Building Height:	Stories:
Basement:	Bedrooms:
Garage:	
Electrical Service:	amps
Water Supply:	
Connection to existing main or well:	
LC Health Dept. ISD#	
LC Public Works Sewer Permit #	
K-Plus Engineering Permit #	
Tree Removal Permit #	
Notes:	

FEES AND SECURITY DEPOSITS:	
Application Fee $50/ 100/ 200	.00
Plan Examination	.00
General Building	.00
Electric	.00
HVAC	.00
Plumbing	.00
Septic/Sanitary	.00
Code Book	.00
Conservancy Signs ( )	.00
Inground Swimming Pool	.00
Lawn Irrigation	.00
Driveway	.00
Patio/Flatwork	.00
Reroof	.00
Other:	.00
Sub-total General Fees	**$ 0.00**
K-Plus Eng. Min. Review	.00
K-Plus Eng. Ext. Review	.00
Other(Gen):	.00
Total General Fees	**$ 0.00**
Security Deposit (II)	.00
Impact Fee (I) – L.G.O.S.	.00
Impact Fee (I) – L.G.Pk. Dist.	.00
Other:	.00
Total Fees	**$ 0.00**
Less Deposit	-.00
Balance Due	**$ 0.00**

***Valuation of Construction: $**

General Contractor Company Name:	Phone:
Contact Person Name:	Phone:
Address:	FAX #:
Architect/Engineer Name:	Phone:
Address:	
Plumbing Contractor Name:	Phone:
Address:	State License #:
Electrical Contractor Name:	Phone:
Address:	
Roofing Contractor Name:	Phone:
Address:	State License #:

BUILDING APPLICATION AND PERMIT

No one shall work on a project until after a permit has been issued and the permit placard is posted in a prominent place on the premises, visible from the road. Starting work without a permit will result in a fine and will cause the cost of the permit to be double the normal permit amount.

BUILDING INSPECTIONS:

For New Residence Permits, inspections are required for the following stages of construction: site stakeout, footing prepour, foundation wall prepour, foundation backfill, slab underground plumbing, floor prepours, electrical service, water service, rough framing/ electrical/ HVAC/ plumbing, electrical wiring, insulation, final building/ plumbing/ electrical/ HVAC for Temporary Certificate of Occupancy and for Final Certificate of Occupancy. NOTE: Requests for Temporary Certificate of Occupancy inspections must be made in writing 10 days in advance. Additional building inspections required where applicable are: fireplace, stoop and flatwork prepours, radiant heating in-floor, storm sewer, driveway, culvert, deck piers/ rough/ final. This list is not all-inclusive. Please inquire at the building department for additional inspections which may be required of your particular project. Builder also needs to contact Lake County Health Department and/or Lake County Public Works, as well as the corresponding fire department for pertinent inspections. **Consult the Building Department for inspections required for permits other than new residence.**

SCHEDULING INSPECTIONS: (847) 634-9440

24 hours advance notice is required when scheduling building inspections.

2 weeks advance notice is required when scheduling temporary occupancy inspections.

Please provide the following information when calling:

(after business hours, please leave a voice message with clear and complete information)

Address, lot number, subdivision, permit number, your name and contact phone number, day/date and A.M. or P.M. preference

YOUR COOPERATION WILL HELP TO PREVENT DELAYS OR STOPPAGES IN CONSTRUCTION.

In consideration of this application and attached forms being made a part thereof, and the issuance of permits, I/we will conform to the regulations set forth in the Long Grove Village Code and any other applicable regulations. I/we also agree that all work performed under said permit will be accordance with the plans and plot diagram which accompanies this application, except for such changes as may be authorized by the building official, and that I/we will use the building only for the purpose as stated in this application.

I/we further state that I/we make this application in order to induce the Department of Building and Zoning of the Village of Long Grove, Illinois to issue its official permit for the uses stated herein.

I/we being duly sworn my/our oath have reviewed the permit application and state that all items completed are accurate and correct. I/we hereby acknowledge that it is unlawful to occupy a residence without a Certificate of Occupancy. One will not be issued until the structure conforms to all applicable ordinances and unless and until the project is serviced by an approved septic or sanitary sewer where applicable and required, I/we further acknowledge that this permit application will become null and void if the proper inspection schedule is not followed by our contractors and subcontractors. I/we understand that extra inspections, re-inspections, reviews of revisions, red tags, and any violations of the building code may result in additional fees for which I/we will be responsible.

SUBSCRIBED AND SWORN TO BEFORE ME THIS DAY OF , 200 .

Signature of Owner or Authorized Agent Receiving This Permit	**Printed Name of Owner or Authorized Agent**
Witness	Date

PERMIT NO. _____

This permit is granted upon the expressed condition that only such construction or improvements as located on the application with plot plan forming a part hereof and described in the application, that no error or omission in either plans or application, whether said plans and application have been approved by the Village of Long Grove or not, shall permit the applicant to construct the work in any manner other than provided for in the ordinances of Long Grove, Illinois.

This permit is valid for a term of eighteen (18) months from the date of issuance. This term may be extended for one additional six-month period, for a total of twenty-four (24) months, by means of written request to the Village Superintendent and a payment of a $100.00 permit renewal fee. Beyond twenty-four months, the security deposit, if any, is subject to reduction and/or forfeiture in accordance with the Village of Long Grove Code and Building Regulations.

Fee of $_____ paid on _____. Date of Issuance: _____

Village Official: _____

Village of Long Grove ◈ 3110 RFD, Old McHenry Road, Long Grove, Illinois 60047-9635
Ph (847) 634-9440 ◈ Fax (847) 634-9408 ◈ www.longgrove.net