

BUILDING PERMIT APPLICATION

City of Villa Grove • Administrative Office

120 North Main Street • Post Office Box 108

Villa Grove, Illinois 61956-0108

Phone 217-832-4721 • Fax 217-832-4900

Email city.hall@villagrove.org

OFFICIAL USE ONLY	
PERMIT NO	FEE \$
DATE ISSUED	
EXPIRATION DATE	
ZONING DIST	FLOOD ZONE
MAP NUMBER	PANEL

APPLICANT INFORMATION:

Owner's Name _____ Phone _____

Mailing Address _____

Builder's Name _____ Phone _____

Mailing Address _____

Address of Proposed Building _____

Estimated Cost of Completed Structure \$ _____

TYPE OF BUILDING:

Type improvement

- ____ New Building
- ____ Addition
- ____ Alteration/Remodel
- ____ Repair/Replacement
- ____ Other _____

Ownership

- ____ Private (individual, corp., etc)
- ____ Public (federal, state, local)

Construction

- ____ On site
- ____ Off site (modular/fabricated)

Proposed Use

- ____ Residential
 - ____ One family
 - ____ Multi-family
 - ____ Garage/Carport
 - ____ Other _____
- ____ Commercial
 - ____ Manufacturing
 - ____ Retail Sales
 - ____ Office
 - ____ Other _____

CHARACTERISTICS OF BUILDING:

Frame

- ____ Wood
- ____ Masonry
- ____ Concrete
- ____ Other _____

Foundation

- ____ Poured Slab
- ____ Cement Block
- ____ Pre-fab concrete
- ____ Other _____

Roof

- ____ Asphalt shingle
- ____ Other _____

Number of Parking Spaces

Inside _____ Outside _____

Dimensions

Number of stories _____
Sq Ft (total all floors) _____
Lot size _____ by _____

Number of Bedrooms _____ (residential only)

Number of Baths _____ (residential only)

Heat

- ____ Gas ____ Electric
- ____ Oil
- ____ Other _____

Sewage Disposal **new startups require add'l tap fee**

- ____ Public (City sewer)
- ____ Private (Septic system)

Water Supply **new startups require add'l tap fee**

- ____ Public (City)
- ____ Private (Well)

(OVER)

FLOODPLAIN INFORMATION—FAILURE TO COMPLETE THIS SECTION WILL DELAY THE PERMIT PROCESS. FLOOD INSURANCE RATE MAP INFORMATION (TO PRINT A FIRMETTE TO ATTACH TO THIS FORM) CAN BE FOUND ONLINE AT www.msc.fema.gov:

Ground elevation of property: _____ 100-year flood elevation of property: _____

Is property located in a **floodplain (ZONE A, AH, AO, AR, or A99)**? ____ Yes ____ No

(If you answer "yes" to any Zone listed above, attach a firmette showing the property location, map and panel nos.)

Is property located in a **floodway (ZONE AE)**? ____ Yes ____ No

(If you answer "yes" to Zone AE, you must obtain a permit from the State of Illinois Department of Natural Resources—a copy of the state permit must be attached to this application before a local permit can be issued.)

IF THE PROPERTY IS LOCATED IN ANY OF THE FLOOD ZONES INDICATED ABOVE, YOU MUST COMPLETE THE FOLLOWING:

NOTE: All construction must be at an elevation that is above the 100-year flood level. This requirement may prohibit construction of below ground-level structures, even in areas that are not in the flood zone.

The following additional information is also required for construction in flood prone areas and for construction of below ground-level structures (according to the National Flood Insurance Program's "Flood Insurance Rate Map"):

- A copy of an elevation certificate completed by a land surveyor, engineer or architect who is authorized by state law to certify elevation information, showing the elevation of the lowest floor (this includes basements).
- A complete list of all flood mitigation structures that will be incorporated into construction
 - ____ sump basin and pump
 - ____ drainage tile adjacent to foundation
 - ____ positive gutter downspout drainage away from foundation
 - ____ louvered foundation to accommodate water flow
 - ____ other: _____

ADDITIONAL INFORMATION REQUIRED:

Attach on separate pages:

- A set of professionally prepared to-scale line drawings of front view and side view of structure, and plan showing exterior dimensions of structure.
- A Professionally prepared plot plan of lot and structure placement on lot, showing dimensions.

NOTE: For construction under \$5,000.00, hand drawn sketches are acceptable.

CERTIFICATION:

I/We, the undersigned, being the owner(s) in fee of described property, certify that the proposed work will comply with all applicable laws, codes, ordinances and regulations of the City of Villa Grove and that all information provided is true and accurate.

Signature of Owner _____ Date _____

I/We, the undersigned, certify that the proposed work is authorized by the owner(s) of record and that I/we agree to comply with all applicable laws, codes, ordinances and regulations of the City of Villa Grove and that all information provided is true and accurate.

Signature of Contractor/Builder _____ Date _____

Signature of Building Inspector _____ Date _____

PERMITS EXPIRE TWELVE (12) MONTHS FROM THE ORIGINAL DATE OF ISSUE BY THE BUILDING INSPECTOR; RENEWALS MUST BE REQUESTED WITHIN 30 DAYS OF EXPIRATION.