

BUILDING PERMIT APPLICATION

City of Villa Grove • Administrative Office

612 East Harrison Street

Villa Grove, Illinois 61956-1120

Phone 217-832-4721

Emails city.hall@villagrove.org or bldg.insp@villagrove.org

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

PURPOSE OF PERMIT				
<input type="checkbox"/> New Construction	<input type="checkbox"/> Remodeling/Alteration	<input type="checkbox"/> Repair/Replacement	<input type="checkbox"/> Addition	<input type="checkbox"/> Shed
<input type="checkbox"/> Demolition	<input type="checkbox"/> Outbuilding/Garage	<input type="checkbox"/> Fence	<input type="checkbox"/> Solar	<input type="checkbox"/> Other
APPLICANT INFORMATION				
Owner's Name _____		Phone Number _____		
Mailing Address _____		Ownership <input type="checkbox"/> Private <input type="checkbox"/> Public		
PROJECT LOCATION				
Address of Project _____				
Legal Description of Property _____				
CONTRACTOR INFORMATION				
Name _____		Phone Number _____		
Mailing Address _____				
PROJECT INFORMATION				
Building Dimensions _____		Total Square Footage _____		Number of Stories _____
Basement	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partial (size) _____	<input type="checkbox"/> Crawl	<input type="checkbox"/> Slab	Lot Size _____
Number of Bedrooms _____		Number of Baths _____		Construction <input type="checkbox"/> On Site <input type="checkbox"/> Off Site
Roof <input type="checkbox"/> Asphalt Shingles <input type="checkbox"/> Metal <input type="checkbox"/> Other _____		Number of Parking Spaces		Inside _____ Outside _____
Heat <input type="checkbox"/> Gas <input type="checkbox"/> Oil <input type="checkbox"/> Electric <input type="checkbox"/> Other _____		Sewer Disposal <input type="checkbox"/> Public <input type="checkbox"/> Private		
Frame <input type="checkbox"/> Wood <input type="checkbox"/> Masonry <input type="checkbox"/> Concrete <input type="checkbox"/> Other _____		Water Supply <input type="checkbox"/> Public <input type="checkbox"/> Private		
Proposed Use Residential		Proposed Use Commercial		
<input type="checkbox"/> Single Family	<input type="checkbox"/> Garage/Carport	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Office	
<input type="checkbox"/> Multiple Family	<input type="checkbox"/> Other	<input type="checkbox"/> Retail Sales	<input type="checkbox"/> Other	
FLOODPLAIN INFORMATION				
FAILURE TO COMPLETE THIS SECTION WILL DELAY THE PERMIT PROCESS. ALL 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 within Class A Flood Zone? (Zone A, AH, AO, AR or A99) <input type="checkbox"/> Yes* <input type="checkbox"/> No		Is Property located in a floodway? (Zone AE) <input type="checkbox"/> Yes** <input type="checkbox"/> No		
*(If you answer "yes" to any zone listed above, attach a firmette showing the property location, map, and panel nos.)				
**(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:				
<ul style="list-style-type: none">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<ul style="list-style-type: none"><input type="checkbox"/> sump basin and pump<input type="checkbox"/> drainage tile adjacent to foundation<input type="checkbox"/> positive gutter downspout drainage away from foundation<input type="checkbox"/> louvered foundation to accommodate water flow<input type="checkbox"/> fill dirt per state and federal codes<input type="checkbox"/> other _____				

SOLAR PANEL			
<p>We also need a written confirmation from your energy company that this solar request has been approved to move forward. (I.E. Ameren has approved for your address/home to have these solar panels added to your home).</p>			
ADDITIONAL INFORMATION REQUIRED			
<p>Attach on separate pages:</p> <ul style="list-style-type: none"> • A set of professionally prepared to-scale line drawing of front 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. <p>NOTE: for construction under \$10,000, hand drawn sketches are acceptable.</p>			
CERTIFICATION			
<p>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.</p>			
Signature of Owner		Date	
<p>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.</p>			
Signature of Contractor/Builder		Date	
SCHEDULE OF FEES			
Fence	\$25.00		Solar
Deck	\$25.00		0-10 kilowatts \$150
Portable shed	\$25.00		11-50 kilowatts \$300
Residence - single/multi-family	\$.25/sq ft		51-100 kilowatts \$600
Commercial	\$.35/sq ft		101-500 kilowatts \$1,200
Garage/Outbuilding	\$.15/sq ft		501-1000 kilowatts \$2,750
Demo	\$25.00		1001-2000 kilowatts \$6,000
Remodel-Informational Purpose Only	N/A		Over 2001 kilowatts \$6,000 + \$200 for each additional 0-100 kW
REMODEL PROJECT INFORMATION DETAILS - ESTIMATED COST OF REMODEL (OVER \$2,000)			
COMMENTS			

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