



**PLAT OF SURVEY:** A plat of survey depicting the lot lines, setbacks, existing structures and the proposed construction project, drawn to scale, is required for any construction activity. Three copies of the plat of survey must be submitted to be considered a complete application. If a project requires a site plan, the information required on the plat of survey could be combined with the site plan.

**SITE PLAN:** A site plan is required for all site work and construction activities except for an activity that meets one of the exemptions listed in Section 500.1 of the Water Resource Ordinance. If the project does not meet one of the exemptions and a site plan is required, the plan must be signed and sealed by a Professional Engineer from the State of Illinois. A site development fee will apply in addition to the building permit fee. Three copies of the site plan must be submitted to be considered a complete application.

**BUILDING AND/OR STRUCTURAL PLANS:** Building and/or structural plans must be sealed by an appropriate design professional. One (1) electronic copy and one (1) hardcopy must be submitted.

**DESIGN PLANS.** For projects determined to not require sealed building and/or structural plans, manufacturer design and specifications must be submitted to be considered a complete application.

**PLEASE READ THE FOLLOWING PROVISIONS AND SIGN BELOW:**

- a. I have read the information and agree to comply with all local, state and federal laws including the Will County Zoning Ordinance, Building Codes, Building Ordinance and the Water Resource Ordinance.
- b. I understand that issuance of a site development permit does not imply that developments outside the identified areas of special flood hazard will be free from flooding or flood damage and in the event flooding or flood damage does occur, Will County Land Use Department shall not be held liable.
- c. I have read the Will County Land Use Department Fee Schedule and understand that permits requiring site development review will incur fees in addition to the building permit fee.
- d. I have read the Will County Land Use Department Fee Schedule and understand that wireless telecommunications facilities will incur fees in addition to the building permit fee.
- e. I understand that application fees shall not be refunded or waived, except as may be determined on a case-by-case basis, by the Will County Board, or as determined by the Will County Land Use Department if fees are erroneously paid or collected.
- f. I agree that all work performed under said permit will be in accordance with the approved site plan(s) and building plan(s). I further understand that approved site plan(s) and building plan(s) must be on-site for inspections.
- g. I understand that owners of residential property may only do their own construction work on the property if the residence is their primary residence. (Owner in residence)
- h. I hereby certify that I am the owner or have been authorized by the owner to make this application as his /she authorized agent and that all contractors listed are true and accurate
- i. I understand that if construction is not commenced within one hundred and eighty (180) days from issuance, or if construction is not completed and a final inspection for occupancy is not requested within one (1) year of issuance, the permit is void. If the structure is not completed within one year, the original permit is void and must be renewed or extended to continue work or request any further action.

**Print name** \_\_\_\_\_ **Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

# Contractor List

|   |   |   |
|---|---|---|
| <b>General Contractor:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____              | <b>Fire Suppression:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____<br>License# _____            | <b>Roofing:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____<br>License# _____<br>Limited <input type="checkbox"/> Unlimited <input type="checkbox"/>  |
| <b>Alarm:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____<br>License# _____         | <b>Gutter, Fascia, Soffit:</b><br>_____<br>Address _____<br>Phone: _____<br>Email _____                       | <b>Siding:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____  |
| <b>Carpentry:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____                       | <b>HVAC:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____  | <b>Sign:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____  |
| <b>Concrete:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____                        | <b>Insulation:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____                                    | <b>Solar Energy:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____  |
| <b>Damp/Water Proofing:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____             | <b>Lathing &amp; Plastering:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____                      | <b>Structural Steel:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____  |
| <b>Demolition:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____                      | <b>Lawn Irrigation:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____<br><b>060#</b> _____          | <b>Swimming Pool:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____   |
| <b>Drywall:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____                         | <b>Manufactured Home Installer:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____                   | <b>Tower:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____   |
| <b>Electrical:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____<br>License # _____   | <b>Masonry:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____                                       | <b>Wind Energy:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____   |
| <b>Elevator/Lift:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____<br>License# _____ | <b>Mechanical Piping, Boiler &amp; Steam Fitting:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____ | <b>Window/Door:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____   |
| <b>Excavation:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____                      | <b>Plumbing:</b><br>_____<br>Address _____<br>Phone _____<br>Email _____<br><b>055#</b> _____                 | <small>All contractors and subcontractors doing work in unincorporated Will County must be registered with the County. If someone working on your job is not listed correctly on the building permit application and/or is not properly registered, the building permit may be revoked and the case referred to the Will County State's Attorney's Office for prosecution. Any changes to the contractor list after permit issuance must be provided in writing before any new contractor is allowed to perform work at the project site.</small> |