



Village of Westchester

10300 West Roosevelt Road, Westchester, IL 60154
 Phone: (708) 345-0199 • Fax: (708) 345-0884 • Email: Building@westchester-il.org

FOR OFFICE USE ONLY

PERMIT NO: _____
 DATE ISSUED: _____
 PAID: _____

ZONING: _____
 BUILDING: _____
 PLUMBING: _____
 FIRE: _____
 ENGINEERING: _____
 HEALTH: _____

CONTRACTORS: _____
 APPROVED BY: _____

TITLE: _____

APPLICATION FOR COMMERCIAL BUILDING PERMIT

Date: _____ Site Address: _____

Name of Tenant/Business: _____ Phone: _____
 Address: _____ Email: _____
 Name of Property Manager/Owner: _____ Phone: _____
 Address: _____ Email: _____
 General Contractor: _____ Phone: _____
 Contractor Address: _____ Email: _____
 Description of Work: _____ Cost of Work: _____

	NAME	ADDRESS, CITY	PHONE
Carpenter			
Excavator			
Roofer			
Plumber			
Electrician			
HVAC			
Concrete			
Mason			
Electrical Furniture			
Furniture Installer			
Drywall			

THE FOLLOWING MUST ACCOMPANY EACH APPLICATION FOR A BUILDING PERMIT:

1. A fifty dollar (\$50) plan submission fee for any job over \$2000.
2. Six (6) sets of prints stamped and signed by an Illinois licensed Architect.
3. A copy of a current plat of survey, as needed, and 2 copies of the proposed site plan.
4. Call JULIE (Joint Utility Locating Information for Excavators) at 1-800-892-0123 allowing 48 hours to locate utilities.
5. **CD/Flash Drive:** A CD/Flash Drive must be submitted prior to the permit being issued. Pursuant to 14.01.090(f) When construction documents are produced in a digital format, approved construction documents shall be submitted on a compact disc or a flash drive in PDF or in another format approved by the Department of Community Development.

No error or omission in either the plans or application, whether said plans or application have been approved by the Building Commissioner or not, shall permit to relieve the applicant from constructing the work in any other manner than that provided for in the Ordinance of this Village relating thereto. 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 Contractor: _____ Date: _____