



# Village of Westchester

10300 West Roosevelt Road, Westchester, IL 60154

Phone: (708) 345-0199 • Email: Building@westchester-il.gov

## APPLICATION FOR COMMERCIAL BUILDING PERMIT

Date Received

Date: \_\_\_\_\_ Site Address: \_\_\_\_\_

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

### CONTRACTOR LIST

TYPE	NAME	ADDRESS	PHONE
CARPENTER			
PLUMBER			
ELECTRICIAN			
HVAC			
ROOFER			
EXCAVATOR			
CONCRETE			
MASON			
DRYWALL			
ELEC FURNITURE			
FURNITR INSTALL			

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: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

#### Application Requirements:

- **Application Form:** Fill out a copy of this application form.

- General Contractor and sub-contractor(s) must be registered with The Village of Westchester and provide a signed contract with detail scope of work.
- Residential: submit six (6) sets of prints, stamped and signed by an Illinois licensed Architect.
- A CD/Flash Drive must be submitted with architectural drawings.
- A Plat of Survey must accompany all permit applications for all exterior work.
- **Call JULIE (Joint Utility Locating Information for Excavators)** at 1-800-892-0123 or 811 allowing 48 hours to locate utilities.