



VILLAGE OF SKOKIE
5127 Oakton Street – Skokie, IL 60077

APPLICATION FOR BUILDING OR RIGHT OF WAY PERMIT

Community Development Department
Building Division
Phone (847) 933-8223 - Fax (847) 933-8230

Public Works Department
Engineering Division
Phone (847) 933-8231 - Fax (847) 673-0525

For office use only:
Permit # _____
Date _____
Zoning District _____
Appearance Case # _____
Zoning Case # _____
Planning Case # _____

PROPERTY ADDRESS

TAX PARCEL(S) _____
If the property has more than one PIN number they must be consolidated into one number as a condition of receiving permit approval

OWNER OF PROPERTY _____
Address _____ City/State/Zip _____
Telephone _____ Fax _____ E-Mail _____

TENANT (non-residential only) _____
Address _____ City/State/Zip _____
Telephone _____ Fax _____ E-Mail _____

WILL WORK BE PERFORMED IN THE PUBLIC RIGHT OF WAY? YES ___ NO ___
If yes, please provide the following information:

CONTRACTOR _____
Address _____ City/State/Zip _____
Telephone _____ Fax _____ E-Mail _____
REPRESENTATIVE _____
Start Date _____ Estimated Completion Date _____

DESCRIPTION OF PROPOSED WORK (ATTACH SHEETS AS NECESSARY)
___ New Construction ___ Exterior Remodeling ___ Right Of Way
___ Interior Remodeling ___ Accessory Structure ___ Sign

FENCE: Type _____ Length _____ Height _____

TOTAL VALUE OF WORK: \$ _____
This is an application only. Completion of this application does not entitle the commencement of construction. The applicant agrees to conform to all applicable laws of the Village of Skokie and when permit is approved also agrees that all work performed will be in accordance with the plans and specifications set forth in the approved permit. Work area cannot be occupied until final inspection approval.

PROPERTY OWNER: _____ (Signature) Date _____

CONTRACTOR: _____ (Signature) Date _____

COMPLETE THE FOLLOWING FOR ALL TRADES THAT APPLY TO THIS CONSTRUCTION. NOTE: IT IS REQUIRED THAT ALL BONDS, REGISTRATION FEES AND LICENSES MUST BE CURRENT AND ON FILE WITH THE VILLAGE OF SKOKIE BEFORE THIS APPLICATION WILL BE REVIEWED.

GENERAL CONTRACTOR _____
Address _____ City/State/Zip _____
Telephone _____ Fax _____ E-Mail _____

CARPENTRY CONTRACTOR _____
Address _____ City/State/Zip _____
Telephone _____ Fax _____ E-Mail _____

ELECTRIC CONTRACTOR _____
Address _____ City/State/Zip _____
Telephone _____ Fax _____ E-Mail _____

PLUMBING/ SPRINKLER CONTRACTOR _____
Address _____ City/State/Zip _____
Telephone _____ Fax _____ E-Mail _____

HVAC CONTRACTOR _____
Address _____ City/State/Zip _____
Telephone _____ Fax _____ E-Mail _____

EXCAVATOR/CEMENT/MASONRY CONT _____
Address _____ City/State/Zip _____
Telephone _____ Fax _____ E-Mail _____

UTILITY CONTRACTOR _____
Address _____ City/State/Zip _____
Telephone _____ Fax _____ E-Mail _____

OTHER CONTRACTOR _____
Address _____ City/State/Zip _____
Telephone _____ Fax _____ E-Mail _____

INSPECTIONS REQUIRE A 24-48 HOUR ADVANCED NOTICE BY TELEPHONE, FAX OR E-MAIL. FINAL INSPECTIONS MUST BE REQUESTED IN WRITING

THE FOLLOWING MUST BE SUMMITTED PRIOR TO ANY PERMIT REVIEW

- ___ APPLICATION FORM COMPLETE WITH ALL REQUIRED INFORMATION & SIGNATURES.
- ___ 3 SETS OF PLANS SIGNED AND SEALED BY A LICENSED ARCHITECT OR A LICENSED PROFESSIONAL ENGINEER SHOWING ALL CONSTRUCTION DETAILS INCLUDING ARCHITECTURAL, ELECTRIC, PLUMBING AND MECHANICAL SYSTEMS. (2 COPIES ONLY REQUIRED FOR RESIDENTIAL WORK)
- ___ 3 COPIES OF PLAT OF SURVEY SHOWING ALL EXISTING IMPROVEMENTS TO PROPERTY. **PLAT CANNOT BE MORE THAN 1 YEAR OLD.**
- ___ SITE CALCULATIONS WITH IMPERVIOUS COVERAGE AND FLOOR AREA RATIO CALCULATIONS
- ___ LANDSCAPE PLAN (IF APPLICABLE)
- ___ GRADING PLAN (IF APPLICABLE)
- ___ CERTIFICATE OF ARRANGEMENT TO PROTECT AGAINST INTERFERENCE WITH UNDERGROUND PUBLIC UTILITY FACILITIES (IF APPLICABLE)
- ___ TRAFFIC CONTROL PLAN (IF APPLICABLE)
- ___ EMERGENCY CONTINGENCY PLAN (IF APPLICABLE)
- ___ SECURITY FUND IF APPLICABLE (IF APPLICABLE)
- ___ EVIDENCE OF INSURANCE (IF APPLICABLE)
- ___ PROCESS FOR INFORMING ADJONING PROPERTY OWNERS (IF APPLICABLE)

CONTRACTOR REQUIREMENTS: \$10,000 SURETY OR LICENSE & PERMIT BOND, \$50 REGISTRATION FEE AND, IF APPLICABLE, A PHOTOCOPY OF CURRENT LICENSE FROM ANY ILLINOIS COMMUNITY.

	<u>\$10,000 BOND</u>	<u>\$50 REG. FEE</u>	<u>LICENSE</u>
GENERAL CONTRACTOR	_____	_____	
CARPENTER CONTRACTOR	_____	_____	
ELECTRIC CONTRACTOR	_____	_____	_____
PLUMBING CONTRACTOR	_____	_____	_____
HVAC CONTRACTOR	_____	_____	
SPRINKLER CONTRACTOR	_____	_____	_____
EXCAVATOR/MASON/CEMENT CONT.	_____	_____	
SEWER CONTRACTOR	_____	_____	_____
SIGN CONTRACTOR	_____	_____	_____
ELEVATOR CONTRACTOR	_____	_____	
PAVING/ASPHALT CONTRACTOR	_____	_____	_____
UTILITY CONTRACTOR	_____	_____	_____
OTHER CONTRACTOR	_____	_____	_____

THE FOLLOWING CODES HAVE BEEN ADOPTED BY THE VILLAGE OF SKOKIE AND THE STRUCTURE AUTHORIZED BY THE BUILDING PERMIT MUST COMPLY WITH ALL APPLICABLE CODES.

RESIDENTIAL CONSTRUCTION

2003 Edition International Residential Code.

COMMERCIAL – INDUSTRIAL – INSTITUTIONAL – MULTI FAMILY

2003 Edition International Building Code and NFPA Life Safety Code 101 (2003).

PLUMBING/WATER – SEWER - GAS

2004 Edition State of Illinois Plumbing Code.

ELECTRIC

2002 Edition National Electrical Code.

HVAC & GAS

2003 Edition International Mechanical Code.

ELEVATORS – DUMBWAITERS – ESCALATORS – MOVING WALKS

American Standard Safety Code A17.1 – Current Edition

For Office Use Only:

Permit fees:

AGREEMENTS

1. In consideration of the issuance of a permit, I/WE DO HEREBY AGREE AND COVENANT to forever hold harmless the Village of Skokie, Illinois, its agents and employees, and to save them from all costs, claims, suits, demands and actions arising from, through, or because of, or in any way connected with any work performed or being done in the construction or finishing of the work for which this permit is issued. I/WE FURTHER AGREE to indemnify the Village for any damage or injury caused to the public right-of-way, and to indemnify the Village for any and all liability which it may suffer as a result of the work performed on the said right-of-way.
2. I/WE HEREBY CERTIFY that the statements and information contained in this application and any and all supporting documentation is true and correct. It is agreed that I/we will not commence any work unless and until the Village issues a permit in accordance with this application.
3. I/WE FURTHER AGREE that all construction work performed will be in accordance with this application and shall comply with all applicable Village, State and Federal codes, ordinances, rules and regulations, including but not limited to the Skokie Village Code. (For public right of way usage only) I hereby acknowledge that I have received and will comply with a copy of the applicable Village code (Article III "Construction of Facilities in the Public Rights-Of-Way" for telecommunications and utility uses, Article II Streets and Sidewalks and Chapter 110 Utilities for sewer and water contractor work, and Article II Streets and Sidewalks for driveways, pavers. And other work in the right of way).
4. I/WE FURTHER AGREE to notify J.U.L.I.E. at 1-800-892-0123 and any public utilities at least 48 hours before any work involving excavating, grading or other work below the surface. Dig # _____
5. I/WE FURTHER AGREE to contact the Engineering Division, Village of Skokie, prior to the placement of concrete, stone or asphalt and before back filling any trench to obtain an on site approval to proceed with the construction.
6. I/WE FURTHER AGREE to warranty all work for a period of three year from the completion of work and inspection by the Village against collapse, shrinkage or other defects. During such period I/WE FURTHER AGREE to make all corrections request by the Village or forfeit the bond.
7. I/WE UNDERSTAND that a request for final inspection from the Engineering and/or Building Division must be made before the bond can be refunded and that certain bonds regarding work in the public right of way will be held for one year.

Signature of Property Owner _____

Signature of Applicant _____

Signature of Contractor _____

Applied for this _____ day of _____