



**Planning & Development Department**  
**Village of Glen Ellyn**  
 535 Duane Street  
 Glen Ellyn, IL 60137  
 Phone: 630-547-5250; Fax: 630-547-5370  
 www.glenellyn.org

## APPLICATION FOR BUILDING PERMIT

**PERMIT NUMBER:**

<b>Project Address:</b>		
<b>Project Description:</b>		
Did this project require a review by a Commission or the Village Board? If yes, provide Ordinance #	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Does the scope of work for this project include the installation of any additional and/or relocated plumbing fixtures and/or equipment?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is this project within a commercial building with a fire alarm system?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is this project within a building with a fire sprinkler system?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is this project in a dwelling unit constructed prior to 1978? If yes, contractor must provide a copy of the EPA Lead-Safe Certification, if work disturbs painted surfaces.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<b>Project Cost:</b> The cost of labor and materials for all demolition, site improvements, utility services, new construction work and existing building alterations and remodeling work.	<b>Project Cost:</b> \$
<b>Remodeling (Hard) Costs (if applicable):</b> The cost of labor and materials for all existing building alterations and remodeling work <u>excluding</u> the cost of demolition, cabinet work, appliances, display and sales fixtures, process equipment and interior finishes.	<b>Remodeling (Hard) Cost:</b> \$
<b>Property Owner (Required):</b>	<b>Address/City/State/Zip:</b>
	<b>Phone:</b>
	<b>Fax:</b>
	<b>Email:</b>
<b>Applicant (if not owner):</b>	<b>Address/City/State/Zip:</b>
	<b>Phone:</b>
	<b>Fax:</b>
	<b>Email:</b>
<b>Contractor:</b>	<b>Address/City/State/Zip:</b>
<b>Registration No:</b>	<b>Phone:</b>
<b>Other (Architect, Engineer, etc.):</b>	<b>Fax:</b>
	<b>Email:</b>

**Plan Review Notification - All plan reviews will be mailed to the Permit Applicant unless otherwise noted here:**

**Send to:** \_\_\_\_\_

### Contractor Registration

All contractors required to be registered with the Village of Glen Ellyn under Village Code Section 4-1-11 must be identified on the Registered Contractor Listing Sheet submitted with this permit application. Contractors working at this project address in violation of this code section may be served with a Citation, or a Stop Work Order may be issued, or the Building Permit may be suspended or revoked.

### Certification

The property owner and the permit applicant (as owner's agent) certify that the permit application information is true and correct, and agree that the work will be completed in compliance with the Village Code, and that errors or omissions discovered in the permit documents shall not be construed to approve any work in violation of the code, and that the issuance of a building permit or approval of construction inspection shall not relieve the property owner or the owner's agent(s) of their responsibility to design, engineer and construct the work in compliance with the Village Code, and that the inspections of each stage of the work as listed on the building permit will be requested and approved prior to proceeding with the next stage of the work.

\_\_\_\_\_  
Property Owner Signature (REQUIRED)                      Date

\_\_\_\_\_  
Permit Applicant (Owner's Agent) Signature                      Date

**FOR OFFICE USE ONLY**  
**APPROVED FOR BUILDING PERMIT**

\_\_\_\_\_  
Building & Zoning Official

\_\_\_\_\_  
Date