

OFFICE USE ONLY:

FEES:

TOTAL:

PAID:

ACCESSORY STRUCTURE PERMIT APPLICATION

DATE: _____

ADDRESS OF PROJECT: _____

PROPERTY OWNER'S NAME: _____

MAILING ADDRESS: _____

PHONE: _____ EMAIL: _____

TYPE OF STRUCTURE: _____ SIZE: H _____ W _____ L _____

FOOTINGS/FOUNDATION: _____

TOTAL COST FOR PROJECT: _____ EST. START DATE: _____

CONTRACTOR'S NAME (IF APPLICABLE): _____

REGISTERED WITH VILLAGE OF GODFREY? YES _____ NO _____ **if not, please fill out contractor registration form*

PHONE _____ EMAIL: _____

ELECTRICAL INCLUDED IN PROJECT? Yes _____ No _____ IF YES, INCLUDE AN ELECTRICAL PERMIT.

PLUMBING INCLUDED IN PROJECT? Yes _____ No _____ IF YES, INCLUDE AN PLUMBING PERMIT.

WILL HOA APPROVAL BE REQUIRED FOR THIS PROJECT? Yes _____ No _____

PLEASE ATTACH APPROVAL LETTER TO THIS APPLICATION IF NEEDED.

REQUIRED:

ATTACHED SITE PLAN WITH SETBACKS: YES _____

ATTACHED MATERIAL LIST AND/ OR RENDERING OF STRUCTURE: YES _____

PLEASE ALLOW 48 HOURS AFTER SUBMISSION FOR PLAN REVIEW. APPOINTMENTS FOR INSPECTIONS MUST BE MADE 24 HOURS IN ADVANCE. INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED. IT IS THE OWNER'S RESPONSIBILITY TO VERIFY ALL PROPERTY LINES AND UTILITIES PRIOR TO CONSTRUCTION TO ASSURE ALL REQUIRED SETBACKS ARE MET. SOME DISTANCES MAY NEED TO BE INCREASED DUE TO UTILITY EASEMENTS. ADDITIONAL PERMITS MAY BE REQUIRED BASED ON SCOPE OF WORK. PLEASE REFER TO CURRENT FEE SCHEDULE.

CALL JULIE LOCATE AT 800-892-0123 PRIOR TO DIGGING

SIGNATURE OF APPLICANT: _____

I affirm and certify that all the information and answers to questions herein are complete, true, and correct to the best of my knowledge and belief. I understand that any misrepresentation, falsification, or omission of any facts called for in the application may render this application void and will be cause for revocation of permit(s), whenever discovered. Any person who shall violate or fail to comply with any building codes or permit process shall be charged according to current Village ordinances.

6810 GODFREY ROAD ● BOX 5067 ● GODFREY, IL 62035

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buildingzoning@godfreyil.org

Revised 3/2026