

## Residential Building Permit

**OFFICE USE ONLY:**

FEES:

TOTAL:

PAID:

Date: \_\_\_\_\_ Estimated start date: \_\_\_\_\_

New: \_\_\_\_\_ remodel: \_\_\_\_\_ addition: \_\_\_\_\_

Parcel id: \_\_\_\_\_

Address of construction: \_\_\_\_\_ zone: \_\_\_\_\_

**CONTRACTOR COMPANY:** \_\_\_\_\_

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

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**Owner name:** \_\_\_\_\_

Owner address: \_\_\_\_\_

Owner phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Application:**

Type of building: \_\_\_\_\_

Description of work: \_\_\_\_\_

Retail cost of project: \_\_\_\_\_

Total square feet: \_\_\_\_\_ 1<sup>st</sup> floor \_\_\_\_\_ 2<sup>nd</sup> floor \_\_\_\_\_ basement \_\_\_\_\_ garage \_\_\_\_\_

**Electric:**

Description of work: \_\_\_\_\_

Electrical cost: \_\_\_\_\_

**ELECTRICIAN NAME:** \_\_\_\_\_

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

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**Plumbing:**

Description of work: \_\_\_\_\_

Plumbing cost: \_\_\_\_\_

Square foot of improvement: \_\_\_\_\_

**PLUMBING NAME:** \_\_\_\_\_

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

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**Roof:**

**ROOFING NAME:** \_\_\_\_\_

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

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**Have you...?**

Attached site plan with location of building/ distance to all property lines: Yes \_\_\_\_

Attached sealed drawing of roof trusses: Yes \_\_\_\_

Attached MEP (Mechanical, Electrical, and Plumbing) plans along with material list: Yes \_\_\_\_

Is this property overseen by a home owner's association (HOA)? Yes \_\_\_\_ No \_\_\_\_

If yes, will approval by the HOA be required for this project? Yes \_\_\_\_ No \_\_\_\_

*Please attach approval letter to this application if needed.*

Please allow up to one week for plan review. Inspections must be scheduled at least 24 hours in advance. Incomplete applications will not be reviewed. It is the owner's responsibility to verify exact property lines and utilities prior to construction to assure set back requirements 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.*

