

VILLAGE OF FOREST VIEW

7000 W. 46th Street, Forest View, IL 60402
 Phone: (708) 788-3429 Fax: (708) 788-8266
 Email: info@forestview-il.org

<p><i>Office Use Only</i></p> <p>Permit # _____</p> <p>Permit Fee: _____</p> <p>Approved by Building Commissioner: _____</p> <p>_____</p> <p>Date Issued: _____</p>

APPLICATION FOR BUILDING PERMIT

(Please Print Legibly) Date Application Submitted: _____

Name of Property Owner: _____ Business Name _____

Owner Address: _____ Phone: _____

Project Address: _____

Property Identification Number (PIN): _____

Identify & Fully Describe Work **(Include Proposal/Quote and Sketch/Drawing, if applicable)** – Provide all dimensions, material used, height & widths, distance from other structures on property, lot lines, etc.

_____ (Add'l. Space on Other Side) **Total Cost of Project:** _____

Contractor Information

Contractor Name: _____ Business Phone: _____

Address: _____ Email Address: _____

Contact Person: _____ Cell: _____

Office Use Only

	Name	Address/City/Zip	Phone	Ins	Bond	Prop	Lic	Perf Bond row
General	(See Above)	--	--					
Carpenter								
Electrician								
Plumber								
Roofer								
Sewer								
HVAC								
Concrete/Asphalt								
Other								

Work shall be in strict compliance with all provisions of the Building Codes, Zoning and Ordinances of the Village of Forest View and all amendments thereto. By signing this application, I acknowledge that I am entering into a Legally Binding Written Contract with the Village of Forest View and that I am either the owner of said property or have the authorization of the owner for the performance of the scope of work applied for. I hereby certify that all of the information contained herein is true and correct to the best of my knowledge.

Applicant Signature: _____ or _____ *Property Owner* *Authorized Agent/Contractor* _____ *Date*

NOTICE: The Village, by ordinance, requires the licensing and bonding of general building contractors, sub-contractors and trades normally engaged in the building construction business. READ THE ATTACHED INSTRUCTION SHEET regarding the Certificate of Insurance, Endorsement and Surety Bond requirements so that final action on the issuance of building permit will not be delayed.

APPLICATION FOR BUILDING PERMIT INSTRUCTIONS

The following must accompany each Application for a Building Permit and other information:

1. All contractors & subcontractors must submit a Certificate of Insurance for General Liability naming the Village of Forest View as the Certificate Holder as well as naming the Village of Forest View as an additional insured under Description of Operations on the Certificate.
2. All contractors & subcontractors must submit a \$10,000 Surety Bond with the Village of Forest View named as Obligee if the work is over \$2,500.
3. Performance bond for \$500 is required if working on any Village property.
4. A copy of the contract or proposal of work to be done.
5. A sketch/drawing/specification sheet(s) of work to be done, *if applicable*.
6. If the property owner doing the work themselves, indicate "Self" as General Contractor.
7. A copy of a current plat of survey for the project; for example, outdoor projects such as fence, shed, pool, patio, driveway, etc., *if applicable*.
8. Three (3) full-sized (24" x 36") sets of the drawings stamped and signed by a licensed Architect or an electronic version, *if applicable* to be submitted directly to FSCI. Upon project completion, As-Built Drawings in paper and electronic versions if requested by the Village.

OTHER INFORMATION:

1. The Permit fee is payable by check to the Village of Forest View, cash or credit card. The Permit Fee is paid after the applicant provides all of the required paperwork and is based upon the cost of the project plus rough-in and final electrical and/or plumbing inspection fees, if applicable. Any re-inspection fees will be billed separately. Inspections performed by Fire Safety Consultants, Inc. (FSCI) will be billed separately.
2. Please contact the Village Office @ 708-788-3429 or FSCI @ 847-697-1300 to set up inspections at least 72 hours in advance.
3. The timeframe from permit application submittal to issuance is typically ten (10) business days for most residential projects depending upon the clarity and completeness of the submitted application.
4. Building Permits are valid for one (1) year from the date of issuance.

Building Codes:

2015 International Building Code (IBC)
2015 International Existing Building Code (IEBC)
2015 International Fuel Gas Code (IFGC)
2015 International Mechanical Code (IMC)
2015 International Fire Code (IFC)
2014 NFPA 70 National Electric Code
2014 Illinois Plumbing Code
2015 International Residential Code (IRC)
2015 International Property Maintenance Code (IPMC)
Revised 01/05/23

The Village also follows the:

Illinois Accessibility Code
Illinois Safety Code (last updated in 2000)
Illinois Energy Code (2015 International
Energy Conservation Code – IECC)

Building Permit Application Checklist

- **Application:** filled out, signed and dated
- **Certificate of Insurance:** Village of Forest View as additional insured
- **Surety Bond:** \$10,000 Surety Bond for jobs over \$2500
- **State License:** for Electrical, Plumbing & Roofing
- **Proposal**
- **Performance Bond:** \$500 if working on village right of way

PLEASE DISPLAY THE PERMIT BEFORE ANY WORK IS STARTED

As a reminder, per Chapter 1, Title 4 of the Village of Forest View's Village Code, failure to obtain a building permit before construction may lead to a fine.

Per Chapter 1, Title 4 of the Village of Forest View's Village Code, performing work outside of the permitted hours of construction (8 am – 8 pm) may lead to a fine.

TO ACCESS THE FOREST VIEW CODE BOOK ONLINE:

- Website: codelibrary.amlegal.com
- Click Illinois
- Click Forest View

Please feel free to contact the Village Hall with any questions.

Sincerely,

Lucy Vogt
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