

DEMOLITION

Village of Sugar Grove

PLAN REVIEW

Allow 10 (ten) working days for processing.

APPLICATION CHECKLIST

- a completed short form building permit application
- disconnection approval letters from each utility
- contract with the owner's signature

REQUIRED CONTRACTOR INFORMATION

Any contractor engaged in or having obligation to do work where the scope of work requires a building permit shall be registered with the Village of Sugar Grove. If the contractor is not currently registered with the Village, an application can be obtained by contacting the Building Division at 630-391-7220 or from the Village's website www.sugargroveil.gov

INSPECTIONS

An inspection is required of the hole prior to backfill and after the restoration is completed.

Please call 630-391-7220 to schedule an inspection. Information required includes: contact name and phone number, address, permit number, type of inspection, as well as the date and time (am or pm) of day you would like the inspection. **MUST SCHEDULE THE INSPECTION BY 3:30 PM THE DAY BEFORE YOU WANT IT.**

PERMIT FEE

The fees are as follows and must be paid when you pick up the permit after review & approval:

- | | |
|--|----------|
| • Structure without utility connections or plumbing | \$150.00 |
| • Structure with any utility connections or plumbing | \$260.00 |

NO WORK CAN COMMENCE UNTIL THE PERMIT HAS BEEN ISSUED. WORK STARTED PRIOR TO ISSUANCE OF PERMIT, MAY INCUR A PENALTY FEE.

MISCELLANEOUS INFORMATION

- The construction of any building may only occur between the hours of **6:30 a.m.** and **8:30 p.m.** (Ordinance #614)

For Office Use Only
 Permit # _____
 Building Dept Approval:

 Fees: _____



601 HEARTLAND DRIVE
Sugar Grove, IL 60554
Phone 630-391-7220
Fax 630-391-7245
www.sugargroveil.gov
permits@sugargroveil.gov

BUILDING PERMIT APPLICATION
(FOR MINOR PERMITS; NOT NEW CONSTRUCTION)

Application Date: _____	Permit Type					
Value of Work: _____	Basement <input type="checkbox"/>	Deck <input type="checkbox"/>	Garage/ Shed <input type="checkbox"/>	Patio <input type="checkbox"/>	Screen Porch <input type="checkbox"/>	Window/ Door <input type="checkbox"/>
Square Footage: _____	Commercial Remodel <input type="checkbox"/>	Driveway <input type="checkbox"/>	Gazebo/ Pergola <input type="checkbox"/>	Pool <input type="checkbox"/>	Sign <input type="checkbox"/>	
	Decorative Brick <input type="checkbox"/>	Fence <input type="checkbox"/>	Irrigation <input type="checkbox"/>	Roof <input type="checkbox"/>	3 Season Room <input type="checkbox"/>	Other <input type="checkbox"/>
Start Date _____	End Date _____					
Description of Work:						
Property Information						
Address		Lot	Subdivision		Parcel Number	
Property Owner Name		Email Address			Phone	
Property Owner Street Address		City		State	Zip	
Contractor Information						
Name(s) of Contractor (s)	Phone#	Email		City	Zip	

I certify that I am the owner of record of the above name property, or that the proposed work is authorized by the owner of record, and that I have been authorized by the owner to make this application. I agree to conform to all applicable laws of the Village of Sugar Grove.

Signature of Property Owner (or Attach Signed Contract) Address (if different) Phone No.

Signature & Printed Name of Responsible person in Charge of Work & Email Phone No.