

PARKING LOTS
REPLACING/OVERLAY OR RESEALING
Village of Sugar Grove

PLAN REVIEW - Please allow 10 (ten) working days for processing
Permit is required for resealing and striping a non-residential parking lot.

APPLICATION CHECKLIST

- a completed short form permit application
- a plat of survey drawn to scale with the accurate dimensions of the parking lot including the area being replace, resealed or restriped. Include the handicap accessible stalls, striping and signage with dimensions
- a copy of the proposal or contract with the homeowner'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 630-391-7221 or from the Village's website www.sugargroveil.gov

INSPECTIONS

Inspections are required prior to pouring any concrete or laying any asphalt, and a final after striping and signage is complete. Please call 630-391-7220 to schedule an inspection. **PLEASE SCHEDULE THE INSPECTION BY 3:30 PM THE DAY BEFORE YOU WANT IT.**

PERMIT FEE

- The permit fee to resurface or restripe is \$120.00
- The permit fee for a new or expand an existing is \$315.00
- Fees will be charged if the Village Engineer is required by the Village to review or inspect the work.
- **NO WORK CAN COMMENCE UNTIL THE PERMIT HAS BEEN ISSUED. WORK STARTED PRIOR TO ISSUANCE OF PERMIT, MAY INCUR A PENALTY FEE.**

MISCELLANEOUS INFORMATION

- Resealing/restriping of a parking lot must comply with the Illinois Accessible Parking requirements (attached).
- The construction of any building may only occur between the hours of **6:30 a.m.** and **8:30 p.m.** (Ordinance #614)
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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.