



Village of Forest Park
 517 Desplaines Avenue
 Forest Park, IL 60130
 Phone: 708-366-2323
 Fax: 708-366-6505

Building Department
 Phone: 708-615-6276
 Email: building@forestpark.net

| | | |
|-----------------------|---------------------------|---------------------|
| TOTAL DUE \$ _____ | _____ Fees: _____ sq. ft. | Permit # _____ |
| | _____ Job License | Total Paid \$ _____ |
| | _____ Dumpster | Date Issued _____ |
| | _____ Demolition | |
| | | |

APPLICATION FOR BUILDING PERMIT

**Requirements: Proof of \$1,000,000.00 Liability Insurance (Listing Village of Forest Park as Certificate Holder)
 \$10,000.00 Surety Bond
 Signed contract with scope of work**

Note: Job License Fee (\$25.00 each permit or \$100.00 annually) in addition to Permit Fees.

Property Address: _____ Property Owner: _____
 Owner Address: _____
 Owner Email: _____ Owner Phone: _____
 Cost of Proposed Work: _____ Less Electric: _____ Less Plumbing: _____
 Description of Work: _____

| Contractor Type | Name | Address | Phone | Email |
|---|------|---------|-------|-------|
| Architect | | | | |
| General | | | | |
| Concrete | | | | |
| Carpenter | | | | |
| Demolition | | | | |
| Electrician Separate permit required | | | | |
| HVAC/Mechanical | | | | |
| Plumber Separate permit required | | | | |
| Roofer | | | | |
| Other | | | | |

I declare that I have examined and made this application and it is true and correct to the best of my knowledge and belief. I have been given authorization from the property owner to obtain this permit. By signing this document you acknowledge this is NOT a permit. You will NOT work until this application is processed, approved, and permit placard is issued.

Applicant's Name (Print): _____ Signature: _____ Date: _____

| |
|---|
| Office Use Only |
| Reviewed: _____ Approved: _____ Date: _____ |

REQUIRED BUILDING PERMIT INSPECTIONS **ALL INSPECTIONS REQUIRE A 24 HOUR NOTICE**

FOOTINGS / PRE-POUR

All footings or sidewalk opening shall be inspected before any concrete is poured. All forms and reinforcing steel shall be in place prior to the inspection. Abnormal or unusual soil conditions may require additional tests and footing modifications. Survey stakes shall be in place and located so as to assure that the construction is properly located.

FOUNDATIONS:

All foundations shall be inspected before any backfill. All foundation drain tile (if installed) and foundation waterproofing shall be complete before the inspection.

WATER AND SEWER UNDERGROUND:

All water and sewer trenches shall be open and piping installed at the time of the inspection. Given the nature of this inspection, we would request this inspection to be scheduled with a close estimate to when the trench will be open to avoid open trenches for lengthy periods of time.

REMODEL JOBS - INSPECTIONS MUST BE DONE IN ORDER

ROUGH PLUMBING

All water and drainage/waste and vent piping shall be in place and complete, with all parts visible. All piping shall have a minimum of a 4 hour water pressure test (or in cold weather with the approval of the plumbing inspector, a 24 hour air pressure test) to assure no leakage.

ROUGH ELECTRICAL

All electrical piping shall be in place and be complete with all parts visible.

ROUGH FRAMING / INSULATION

All framing shall be exposed and visible for inspection. Framing needs to be complete in order to pass inspection. Make sure that the insulation, fire block or stop, and fire caulk is in place and ready to be inspected.

FINAL PLUMBING

To be performed upon the completion of all plumbing work; fixtures, piping, water heaters, etc.

FINAL ELECTRICAL

To be performed upon the completion of all electrical work; all cover plates, switch plates, junction box covers, etc. must be in place and all circuits labeled.

FINAL INSPECTION

All other work must be completed before the final inspection. **NO** occupancy will be permitted unless ALL items are complete. In cold weather, some items may be left incomplete, but only upon specific advance request and approval. In **NO** case will any item be approved for later completion if those items affect health, welfare, or safety.

Questions? Contact the Building Department at building@forestpark.net or 708-615-6276.