



Completing a Lombard Building Permit Application

A Building Permit Application must be completed in order to obtain a Building Permit. Applications are available at the Bureau of Inspectional Services in the lower level of Village Hall.

The application must be filled out as completely as possible by the property owner, general contractor, or contractor. The following is necessary:

- Address where work is being done
- Type of work being done
- Total estimated cost of the construction (materials and labor)
- Total estimated cost of the HVAC system (if any)
- Name, address, and phone number of property owner
- Name, address, and phone number of **all** contractors and subcontractors
- Name, address, and phone number of architect or designer

All applications must be signed by the property owner or his authorized designee.

Return the application to the Bureau of Inspectional Services with the appropriate submittal requirements; namely architectural drawings, plats of survey, and site plans as necessary.

The Bureau of Inspectional Services and the Community Development Department will provide you with information and assistance when filling out the Building Permit Application, if needed.



VILLAGE OF LOMBARD
 BUILDING DEPARTMENT
 255 E. Wilson Avenue (630) 620-5750
 FAX: (630) 629-2374 • TDD: (630) 620-5812

Date Received ____/____/____

Date Called ____/____/____

Date Issued ____/____/____

BUILDING PERMIT APPLICATION

PARCEL NO. _____

PERMIT NO. _____

Application Is Hereby Made For Address: 123 Sunshine Parkway Suite No. A

Lot# _____ Block# _____ Subdivision _____

Residential Commercial Industrial _____ New Structure _____ Alteration _____ Addition Sign _____ Garage _____

Driveway _____ Electrical _____ Plumbing _____ Other _____

Tenant _____ Total Estimated Cost \$ \$80,000

New or Existing HVAC Cost \$ \$15,000

	NAME	ADDRESS	PHONE	For Office Use Only	
				Ins.	Lic.
Property Owner	<u>Joseph A. Resident</u>	<u>123 Sunshine Parkway</u>	<u>630-555-1212</u>		
Gen. Contractor	<u>Lou Wilson</u>	<u>890 Lilac Way, Lombard</u>	<u>630-555-2345</u>		
Architect	<u>John Doe</u>	<u>123 Lilac Way, Lombard</u>	<u>630-555-2345</u>		
Excavator	<u>Ken's Excavating</u>	<u>P.O. Box 555, Chicago, IL 60601</u>	<u>773-555-7654</u>		
Carpenter	<u>Matt's Carpentry</u>	<u>567 Main St., Glen Ellyn, IL</u>	<u>630-555-4304</u>		
Plumber	<u>John's Plumbing</u>	<u>P.O. Box 4545, Lombard</u>	<u>630-555-0003</u>		
Sewer	_____	_____	_____		
Electrician	<u>Smith Electric</u>	<u>P.O. Box 22, Rockford, IL</u>	<u>815-555-7133</u>		
Concrete	_____	_____	_____		
Heating	_____	_____	_____		
Brick	_____	_____	_____		
Roofer	_____	_____	_____		
Drywall	_____	_____	_____		
Iron or Steel	_____	_____	_____		
Insulation	_____	_____	_____		
Fire Prot.	_____	_____	_____		
Fire Alarm	_____	_____	_____		
Paving	_____	_____	_____		
Elevator	_____	_____	_____		

I HEREBY CERTIFY THAT I, AS APPLICANT, IF I AM NOT THE OWNER OF THE PROPERTY IN RELATION TO WHICH THIS APPLICATION IS BEING FILED, HAVE OBTAINED THE PERMISSION OF THE OWNER OF SAID PROPERTY TO FILE THIS APPLICATION.

I hereby certify that all of the information contained herein is true and correct and that all contractors and subcontractors to be engaged in any of the work for which this permit is issued shall comply with all pertinent local ordinances.

Applicant's Name (please print) _____
 Address: _____
 City: _____ Phone: _____
 Applicant's Signature: _____