

Village of New Lenox
 Community Development
 1 Veterans Parkway
 New Lenox, IL 60451
 815.462.6490
 815.462.6469(fax)
www.newlenox.net

the Village of New Lenox
"Home of Proud Americans"



Temporary Certificate of Occupancy - Residential

PERMIT #: _____

PROPERTY ADDRESS: _____

SUBDIVISION: _____ LOT #: _____

CONTRACTOR: _____ PHONE #: _____

EMAIL ADDRESS: _____

NEW PROPERTY OWNER: _____

CLOSING DATE: _____

APPLICANT'S SIGNATURE: _____ DATE: _____

IN ACCORDANCE WITH VILLAGE CODE AND POLICY, I HAVE REQUESTED AND RECEIVED APPROVAL FOR EACH OF THE FOLLOWING INSPECTIONS AND SUBMITTED THE FOLLOWING FORMS AND FEES:

INSPECTIONS:	<u>APPLICANT'S INITIALS</u>	<u>VILLAGE-DATE APPROVED/RECEIVED</u>	
FINAL BUILDING	_____	_____	
FINAL PLUMBING	_____	_____	
FINAL METER	_____	_____	
FORMS:			
ENERGY CODE TEST REPORT	_____	_____	
HOMEOWNER TEMP. GRADE	_____	_____	
PAYMENTS:			AMOUNT PAID
REINSPECTION FEES	_____	_____	_____
OPEN SPACE FEES	_____	_____	_____
CONCRETE BOND-DRIVEWAY	_____	_____	_____
CONCRETE BOND-PUBLIC WALK	_____	_____	_____
FINAL GRADE BOND/DEPOSIT	_____	_____	_____

TEMPORARY OCCUPANCY REQUEST APPROVAL DATE: _____

THE VILLAGE OF NEW LENOX HAS REVIEWED AND APPROVED ALL REQUIRED INSPECTIONS AND DOCUMENTATION NECESSARY TO OBTAIN THE TEMPORARY CERTIFICATE OF OCCUPANCY.

TEMPORARY OCCUPANCY REQUEST DENIAL DATE: _____

THE VILLAGE OF NEW LENOX HAS REVIEWED THE REQUIRED INSPECTIONS AND DOCUMENTATION NECESSARY TO OBTAIN THE TEMPORARY CERTIFICATE OF OCCUPANCY AND MUST DENY THE REQUEST DUE TO THE FOLLOWING DEFICIENCIES:

COMMENTS: _____

NOTE: ALL APPLICATIONS WILL BE REVIEWED WITHIN ONE BUSINESS DAY, MONDAY – FRIDAY, OF THE SUBMITTAL DATE.