

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"



New Construction Application – Residential

PERMIT #: _____

SITE INFORMATION

PROPERTY ADDRESS: _____

PROPERTY INDEX NUMBER (P.I.N.): _____

SUBDIVISION: _____ UNIT #: _____ LOT #: _____

APPLICANT INFORMATION

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE #: _____ FAX #: _____

EMAIL ADDRESS: _____

BUILDING INFORMATION

BUILDING USE: _____

BUILDING TYPE: _____ ESTIMATED VALUE OF CONSTRUCTION: _____

DESCRIPTION OF WORK: _____

I HEREBY CERTIFY THAT I HAVE READ, UNDERSTAND AND AGREE TO CONFORM TO ALL GOVERNING INFORMATION AND REGULATIONS SET FORTH BY THE NEW LENOX VILLAGE BOARD.

SIGNATURE OF APPLICANT: _____ DATE: _____

VILLAGE USE ONLY

SQUARE FOOTAGE

LIVING AREA: _____

BASEMENT: _____

GARAGE: _____

ELEVATION: _____

LOT AREA: _____

NUMBER OF

GARAGES: _____

STORIES: _____

BEDROOMS: _____

BATHROOMS: _____ (F) _____ (P)

FLOOD PLAIN: _____

SET BACKS

FRONT: _____

LEFT: _____

REAR: _____

RIGHT: _____

_____ WATER SERVICE SIZE

_____ WATER METER SIZE

_____ PLAN REVIEW FEE

CONTRACTOR LIST

TYPE OF CONTRACTOR	NAME OF CONTRACTOR	REGISTRATION NUMBER
ARCHITECT		
GENERAL		
FOUNDATION		
EXCAVATOR		
CARPENTER		
MASON		
PLUMBER		
ELECTRICIAN		
ROOFER		
HVAC		
DRYWALL		
SEWER/WATER		
SIDING/SOFFIT/GUTTERS		
FLOOR COVERINGS		
PAINTER		
INSULATOR		
WATERPROOFER		
ACCOUSTICAL		
GLAZING		
PAVER		
LANDSCAPER		
SPRINKLER SYSTEM		
OTHER		

PLEASE NOTE THAT THE BUILDING PERMIT CANNOT BE ISSUED UNTIL ALL CONTRACTORS FOR THIS PROJECT ARE REGISTERED WITH THE VILLAGE.

ADDRESS: _____

DATE PLAN REVIEW DEPOSIT RECEIVED: _____ CHECK #: _____

BUILDING CHECKLIST – RESIDENTIAL

EACH APPLICANT IS RESPONSIBLE FOR SUBMITTING THE FOLLOWING APPLICABLE ITEMS. DRAWINGS SHALL BE ARCHITECTURAL OR ENGINEERING DRAWINGS WITH DIMENSIONS APPROPRIATELY SHOWN. **APPLICATION FOR A BUILDING PERMIT SHALL NOT BE COMPLETE UNTIL ALL DETAILS ON THE CHECKLIST HAVE BEEN SATISFIED.**

	APPLICANT'S INITIALS	VILLAGE'S INITIALS	VILLAGE DELINQUENT
1. PLAN REVIEW FEE DEPOSIT: \$150	_____	_____	_____
2. TWO (2) SETS OF DRAWINGS (signed, sealed current date & expiration date of the license)	_____	_____	_____
3. PLAT OF SURVEY/SITE PLAN	_____	_____	_____
4. SPECIFICATIONS	_____	_____	_____
A. WINDOW INSTALLATION INSTRUCTIONS	_____	_____	_____
B. WINDOW DESIGN PRESSURE	_____	_____	_____
C. FACTORY BUILT FIREPLACE	_____	_____	_____
D. TRUSS DRAWINGS-SIGNED AND SEALED	_____	_____	_____
5. PERMIT APPLICATION	_____	_____	_____
A. SITE DEVELOPMENT PERMIT/EROSION AND SEDIMENT CONTROL PERMIT	_____	_____	_____
B. OPEN SPACE FEES	_____	_____	_____
C. CONTRACTORS' NAMES AND REGISTRATION #s	_____	_____	_____
6. ENERGY CODE COMPLIANCE	_____	_____	_____
A. REM/RATE RESCHECK PRESCRIPTIVE	_____	_____	_____
B. MANUALS: J, D AND S	_____	_____	_____
7. FOUNDATION DRAWINGS	_____	_____	_____
8. FLOOR PLANS	_____	_____	_____
9. WALL CONSTRUCTION DETAILS	_____	_____	_____
10. FLOOR CONSTRUCTION DETAILS	_____	_____	_____
11. ROOF/CEILING DETAIL	_____	_____	_____
12. CHIMNEY/FIREPLACE	_____	_____	_____
13. MECHANICAL DETAIL SHEET	_____	_____	_____
14. PLUMBING DETAIL SHEET	_____	_____	_____
15. ELECTRICAL DETAIL SHEET	_____	_____	_____

RESIDENTIAL BUILDING LOT

SITE DEVELOPMENT PERMIT/EROSION AND SEDIMENTATION CONTROL PERMIT

SITE ADDRESS: _____

SUBDIVISION: _____ LOT#: _____

ILR10 PERMIT #: _____

THE FOLLOWING ARE REQUIRED FOR ALL RESIDENTIAL LOTS

- PERIMETER CONTROLS TO PREVENT SEDIMENT FROM LEAVING THE SITE AND/OR REACHING THE STREETS, SIDEWALKS AND ADJACENT LOTS
- STORM SEWER INLET PROTECTION FOR YARD STORM SEWER AND CURB INLETS. GEOTEXTILE FABRIC IS NOT ALLOWED
- STABILIZED CONSTRUCTION ENTRANCE
- CONCRETE WASHOUT AREA

INDICATE THE METHODS THAT WILL BE USED AND MAKE AN ASSESSMENT AS TO THE CONDITIONS AND DRAINAGE PATTERNS OF THE SITE. THESE CONDITIONS SHOULD DETERMINE THE SELECTION AND LOCATION OF APPROPRIATE BMP (BEST MANAGEMENT PRACTICES). **PROVIDE A SKETCH OF THE PROPOSED EROSION CONTROL PLAN DRAWN ON THE PROPOSED PLAT OF SURVEY WITH APPLICABLE DETAILS AND ATTACH IT TO THIS PERMIT APPLICATION FOR APPROVAL.**

PERIMETER CONTROLS INSTALLED PER ILLINOIS URBAN MANUAL RECOMMENDATIONS

_____ SILT FENCE _____ WATTLES OR LOGS _____ MATTS OR BLANKETS

_____ OTHER (LIST TYPE): _____

INLET PROTECTION

_____ DROP-IN INLET PROTECTION DEVICE WITH OVERFLOW

_____ OTHER (LIST TYPE): _____

STABILIZED CONSTRUCTION ENTRANCE

_____ SHOW LOCATION FOR CONSTRUCTION ENTRANCE

CONCRETE WASHOUT

_____ PROVIDED ON LOT _____ COMMUNITY WASHOUT AREA WITHIN SUBDIVISION

DIRT STOCKPILES

_____ REMAIN ON LOT _____ OTHER LOCATION

IF OTHER STOCKPILE LOCATION IS USED, EROSION AND SEDIMENTATION CONTROL PLAN IS REQUIRED.

PERMIT HOLDER

THE PERMIT HOLDER IS RESPONSIBLE FOR THE INSTALLATION AND INSPECTION OF ALL EROSION AND SEDIMENTATION BMP (BEST MANAGEMENT PRACTICES). THE UNDERSIGNED SHALL CONFORM TO THE VILLAGE OF NEW LENOX AND IEPA EROSION AND SEDIMENTATION CONTROL REQUIREMENTS AND AGREES TO TAKE THE NECESSARY STEPS TO COMPLY WITH THE OBJECTIVES OF SAID EROSION AND SEDIMENTATION CONTROL REQUIREMENTS WHICH MAY INCLUDE INSTALLATION OF ADDITIONAL EROSION CONTROL MEASURES AS REQUIRED BY THE VILLAGE.

BUILDER

SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE ME

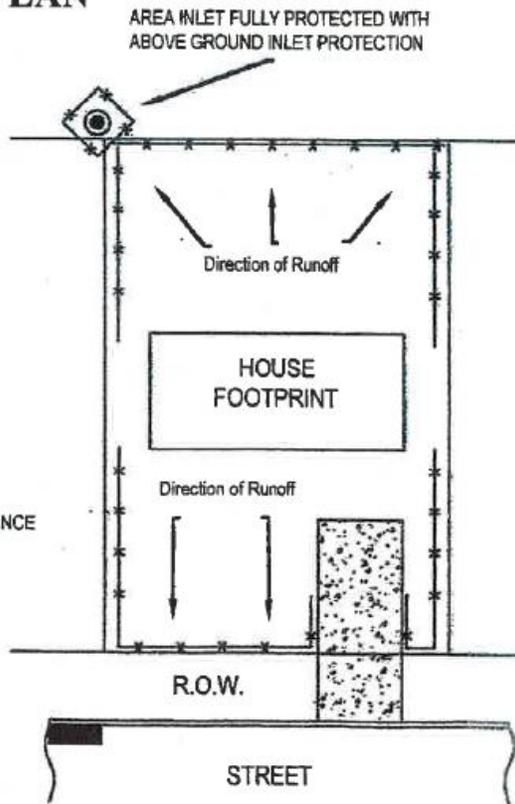
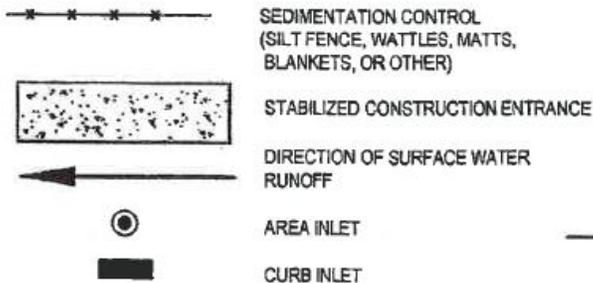
THIS _____ DAY OF _____, 20 _____

NOTARY PUBLIC

SAMPLE PLAN

RESIDENTIAL LOT EROSION AND SEDIMENT CONTROL PLAN

This sample plan represents a typical residential lot. Users of these standards must make their own assessment (or seek professional advice) as to the conditions and drainage patterns of individual sites. These conditions should determine the selection and location of appropriate best management practices (BMP's).



ATTACH YOUR PLAT OF SURVEY SHOWING YOUR EROSION CONTROL PLAN

OPEN SPACE FEES

I, _____, acknowledge that I have submitted a building permit application for a residential permit that is subject to open space fees, as set forth in the schedule. I understand that all applicable open space fees are due and payable prior to scheduling the final inspection. I also understand that the final inspection will not be conducted nor will an occupancy permit be issued until the Village of New Lenox receives all original receipts for open space fees. I acknowledge that each of the appropriate taxing districts have their own distinct office schedules, that I am responsible for payment of all open space fees and obtaining receipts prior to scheduling the final inspections, and the Village of New Lenox will not be responsible if payments cannot be made or if receipts cannot be obtained.

FINAL INSPECTIONS WILL NOT BE SCHEDULED OR CONDUCTED WITHOUT THE SUBMITTAL OF ALL APPLICABLE RECEIPTS.

PROJECT ADDRESS: _____

COMPANY NAME: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE #: _____ EMAIL ADDRESS: _____

PRINTED NAME: _____

SIGNATURE: _____ DATE: _____

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ day of _____, 20____.

(Notary Public)