

Village of New Lenox  
Community Development  
1 Veterans Parkway  
New Lenox, IL 60451  
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815.462.6469(fax)  
[www.newlenox.net](http://www.newlenox.net)

# the Village of New Lenox

"Home of Proud Americans"



## Remodeling Permit Application – Residential

PERMIT #: \_\_\_\_\_

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### **SITE INFORMATION:**

PROPERTY ADDRESS: \_\_\_\_\_

PROPERTY INDEX NUMBER (P.I.N.): \_\_\_\_\_

SUBDIVISION NAME: \_\_\_\_\_ LOT#: \_\_\_\_\_

### **APPLICANT INFORMATION:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

### **WINDOWS/DOORS/SIDING (IF APPLICABLE):**

# OF WINDOWS: \_\_\_\_\_ SIDING MATERIAL: \_\_\_\_\_

### **BUILDING INFORMATION**

BUILDING USE: \_\_\_\_\_

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: \_\_\_\_\_

## 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		

**UNDERGROUND SPRINKLER SYSTEMS:** A COPY OF THE CERTIFICATION FOR THE BACKFLOW PREVENTER IS TO BE SUBMITTED TO THE COMMUNITY DEVELOPMENT DEPARTMENT UPON COMPLETION OF THE SYSTEM.

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

## **BUILDING CHECK LIST – 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.**

<b>ITEMS:</b>	<b><u>APPLICANT'S INITIALS</u></b>	<b><u>VILLAGE'S INITIALS</u></b>
1. TWO (2) DRAWINGS SHOWING DETAILS OF ROOM ADDITION OR REMODELING WITH EXISTING STRUCTURES IN PHANTOM	_____	_____
2. ELECTRICAL WIRING DIAGRAM NOTE: ALL MOTORIZED APPLIANCES MUST HAVE A SEPARATE CIRCUIT	_____	_____
3. FOOTING AND FOUNDATION DRAWING NOTE: DETAIL PLATES AND JOISTS TIE IN	_____	_____
4. FRAMING DETAIL SHEET (BEAMS, PLATES, STUDS, JOISTS, RAFTERS, SIZING AND MATERIALS)	_____	_____
5. PLUMBING DETAIL SHEET	_____	_____
6. MECHANICAL (HVAC) DETAIL SHEET	_____	_____
7. REM/RATE, RESCHECK OR PRESCRIPTIVE ENERGY CALCULATIONS	_____	_____
8. PLAT OF SURVEY SHOWING EXISTING AND PROPOSED STRUCTURES	_____	_____
9. ELEVATION DETAILS OF PROPOSED STRUCTURES	_____	_____
10. COMPLETE CONTRACTOR LIST	_____	_____
11. WINDOW SPECIFICATIONS: U-VALUE & DESIGN PRESSURE	_____	_____