NEW LENOX
COMMUNITY DEVELOPMENT

1 VETERANS PARKWAY NEW LENOX, ILLINOIS, 60451 PH: (815) 462-6490 FAX: (815) 462-6469 NEWLENOX.NET

CERTIFICATE OF OCCUPANCY - RESIDENTIAL

Permit #:_____

Property Information:
Property Address: _____
Subdivision: _____ Lot #: _____

Contractor: _____ Phone #: _____
Email Address: _____

New Property Owner: _____ Phone #: _____
Closing Date: _____

Signature of Applicant: _____ 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:	**Applicant's Initials**	**Village-Date Approved/Received**
Final Building	_____	_____
Final Plumbing	_____	_____
Final Meter	_____	_____
Forms:		
Energy Code Test Report	_____	_____
Homeowner Sign-Off Sheet	_____	_____
Final Grade Survey	_____	_____
Surveyor Sign-Off Sheet	_____	_____

Payments:			**Amount Paid**
Reinspection Fees	_____	_____	_____
Open Space Fees	_____	_____	_____

Occupancy Request Approval Date: _____
The Village Of New Lenox Has Reviewed And Approved All Required Inspections And Documentation Necessary To Obtain The Certificate Of Occupancy.

Occupancy Request Denial Date: _____
The Village Of New Lenox Has Reviewed The Required Inspections And Documentation Necessary To Obtain The 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.