



Community Development Department  
 1200 L.W. Besinger Drive - Room 206  
 Carpentersville, IL 60110

Hours: Mon-Fri 8:30 a.m. – 5:00 p.m.  
 Phone: (847) 551-3478

Fax: (847) 426-0864

<https://www.cville.org>

For more information on permit submittals  
 visit <https://www.cville.org/permitguide>

## General Residential Building Permit Application

<b>Project Address:</b>	<b>Today's Date:</b>
<b>Applicant:</b>	<b>Applicant Phone #</b>
<b>Applicant Email:</b>	
<b>Property Owner:</b>	<b>Owner Phone #:</b>
<b>Property Owner Address:</b>	
<b>General Contractor:</b>	<b>GC Phone #:</b>
<b>GC Address:</b>	
<b>Sqft of project:</b>	<b>Cost of project:</b>
<p>No error or omission in either the applicant's plans or application, whether said plans or application has been approved by the Village or not, shall permit or relieve the applicant from constructing the work in any other manner other than that provided for in all the ordinances of the Village of Carpentersville relating thereto. The applicant shall submit the work contemplated by this application to the required inspections and shall not allow the occupancy of any space encompassed by the work until a Certificate of Occupancy has been obtained from the Village. The applicant having completed and read this application and fully understanding its requirements declares that the applicant's statements and plans are true to the best of his ability, knowledge and belief. The applicant understands and agrees that any building permit or certificate of occupancy shall not relieve the applicant of compliance with the rights of any third part such as, by way of example only, any easement or covenants or restrictions affecting the applicant's property, compliance with same being the applicant's sole responsibility.</p>	
<b>Applicant Signature:</b>	<b>Print Name:</b>
	<b>Date:</b>

<b>Type of work (mark all that apply):</b> <input type="checkbox"/> Interior Remodel <input type="checkbox"/> A/C <input type="checkbox"/> Chicken Coop <input type="checkbox"/> Deck <input type="checkbox"/> Demo <input type="checkbox"/> Dumpster <input type="checkbox"/> Driveway <input type="checkbox"/> Electric <input type="checkbox"/> Fence <input type="checkbox"/> Furnace <input type="checkbox"/> Framing <input type="checkbox"/> Garage Door <input type="checkbox"/> HVAC <input type="checkbox"/> Pergola/Gazebo <input type="checkbox"/> Plumbing <input type="checkbox"/> Above-ground Pool <input type="checkbox"/> In-ground Pool <input type="checkbox"/> Roof <input type="checkbox"/> Sewer <input type="checkbox"/> Shed <input type="checkbox"/> Sidewalk <input type="checkbox"/> Siding <input type="checkbox"/> Solar ASES <input type="checkbox"/> Stoop <input type="checkbox"/> Windows <input type="checkbox"/> Other
<b>Summary of work:</b>

### VILLAGE STAFF USE ONLY:

<b>Minimum Required Inspections:</b>			
<input type="checkbox"/> Site Visit	<input type="checkbox"/> Pre-pour	<input type="checkbox"/> Rough	<input type="checkbox"/> Insulation
<input type="checkbox"/> Demo Final	<input type="checkbox"/> Trench	<input type="checkbox"/> Final	<input type="checkbox"/> Backfill
<b>Approved By:</b>	<b>Date:</b>	<b>Fee:</b>	<b>Permit #:</b>

Please fill out all applicable information for trades being used in construction. If homeowner is completing work, indicate in name field only "Homeowner".

**Electrician:**

**No electric work being performed:**

<b>Electrician Name:</b>	
<b>Electrician Phone #:</b>	<b>Electrician Email:</b>
<b>Electrician Company Name:</b>	
<b>Electrician Company Address:</b>	
<b>Copy of valid electrician's license attached?</b> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/>	

**HVAC:**

**No HVAC work being performed:**

<b>Technician Name:</b>	
<b>Technician's Phone #:</b>	<b>Technician's Email:</b>
<b>HVAC Company Name:</b>	
<b>HVAC Company Address</b>	

**Plumber:**

**No plumbing work being performed:**

<b>Plumber's Name:</b>	
<b>Plumber Phone #:</b>	<b>Plumber Email:</b>
<b>Plumbing Company Name:</b>	
<b>Plumbing Company Address:</b>	
<b>Copy of valid 055 license and letter of intent, or affidavit attached?</b> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/>	

**Roofer:**

**No roofing work being performed:**

<b>Roofer on record name:</b>	
<b>Roofer's Address:</b>	
<b>Roofer's Phone #:</b>	<b>Roofer's Email:</b>
<b>Copy of valid roofing license or affidavit attached?</b> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/>	

**Other Trade:**

**No other trade work being performed:**

<b>Technician Name:</b>	
<b>Technician Address:</b>	
<b>Technician's Phone #:</b>	<b>Technician's Email:</b>