

# CITY OF SPRINGFIELD BUILDING & ZONING DEPARTMENT

**Application for Plan Examination and Permit for:**

**Building, Demolition, Roof, Sign, Floodplain, Erosion Control, Fence, Parking Lot**  
**PROPERTY INFORMATION:** [www.springfield.il.us](http://www.springfield.il.us)

**Room 304, Municipal Center West**  
**Springfield, Illinois 62701**  
**Ph: (217)789-2171/Fax (217)789-2048**

STREET ADDRESS: \_\_\_\_\_ CORNER LOT: YES NO ZONING: \_\_\_\_\_

LEGAL \_\_\_\_\_ LOT WIDTH \_\_\_\_\_ LOT DEPTH \_\_\_\_\_

**PROPERTY OWNER INFORMATION:**

February 20, 2015

NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ C,S & ZIP: \_\_\_\_\_

**CONTRACTOR INFORMATION:**

	NAME, ADDRESS, CITY, STATE, ZIP	E-MAIL ADDRESS	PHONE/FAX
<b>GENERAL CONTRACTOR</b>			
<b>ARCHITECT/ENGINEER</b>			
<b>ELECTRICAL</b>			
<b>PLUMBING</b>			
<b>MECHANICAL</b>			
<b>FIREPLACE</b>			
<b>ROOFING</b>	<b>LICENSE #:</b>		

**IMPROVEMENT TYPE:**

- NEW CONSTRUCTION
- ADDITION
- REMODEL
- FOUNDATION ONLY
- EROSION CONTROL
- Less than 1 acre \_\_\_\_\_
- 1 acre and over \_\_\_\_\_
- ROOFING
- Material \_\_\_\_\_
- Number of Squares \_\_\_\_\_
- Tear Off \_\_\_\_\_
- Over One \_\_\_\_\_

**USE INFORMATION - PROPOSED USE:**

- DEMOLITION
- SIDING
- SIGN
- Size \_\_\_\_\_
- Height \_\_\_\_\_
- Sq. Ft. \_\_\_\_\_
- Illuminated \_\_\_\_\_
- Total Signs \_\_\_\_\_
- FENCE
- Height \_\_\_\_\_
- Type \_\_\_\_\_
- FLOODPLAIN res

**PROJECT**

- EXIST SINGLE FAMILY
- NEW SINGLE FAMILY ← →
- NEW DUPLEX ← →
- NEW CONDO ← →
- NEW RES BASEMENT ← →
- NEW RES ADDITION ← →
- EXIST: Duplex \_\_\_\_\_ Condo \_\_\_\_\_
- MULTIFAMILY \_\_\_\_\_ Units
- OTHER
- EXISTING USE:
- FLOODPLAIN commercial

- VALUATION:** \_\_\_\_\_
- SQUARE FOOTAGE:** \_\_\_\_\_
- SQUARE FOOTAGE:** \_\_\_\_\_
- SQUARE FOOTAGE:** \_\_\_\_\_
- SQUARE FOOTAGE:** \_\_\_\_\_
- SQUARE FOOTAGE:** \_\_\_\_\_
- REVIEW FEE:** \_\_\_\_\_
- OCCUPANCY PROHIBITED:** \_\_\_\_\_
- FIRE DAMAGED:** \_\_\_\_\_
- RENEW EXPIRED PERMIT:** \_\_\_\_\_
- EXTEND ACTIVE PERMIT:** \_\_\_\_\_

**CERTIFICATION**

• I hereby certify that I am the owner of record of the named property or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable federal, state, and local laws. Under penalties of perjury, I hereby certify that applicant and owner have fully paid all taxes and all the other debts owed to the City of Springfield as of the date of this application. In addition, if a permit for work described in this application is issued, I certify that the building official or the building official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit. Further, I understand and agree to the following: (1) All permits are subject to any existing easements; (2) The City does not investigate for easements as part of the permit review process; (3) It is the sole responsibility of the applicant and owner to notify the City of any and all easements in the project area, including those easements held by the City; and (4) Issuance of a permit does not in any way validate the suitability of the land for the proposed project. Applicant and owner are responsible for soil compaction and mine subsidence research. For more information, contact the Illinois Department of Natural Resources at 217-782-0588, or visit their website at <http://dnr.state.il.us/mines/lrd/swq.htm>

• I further certify that I will not commence any development within a floodplain without first obtaining a floodplain development permit from the City of Springfield. Developments include: New buildings, demolition, reconstruction, substantial improvements to existing buildings, swimming pools, and fences. See Chapter 150 for a complete description of requirements at [municode.com](http://municode.com), and navigate to the actual Floodplain Regulation ordinance using: "Search FREE Municipal Code Library", Illinois, Springfield, Springfield Code of Ordinances, Title XV - LAND USAGE, Chapter 150 FLOODPLAIN REGULATIONS.

**SIGNATURE OF APPLICANT**

**ADDRESS**

**PHONE NUMBER**

**▼▼▼▼\*\*ASBESTOS & LEAD PAINT AWARENESS NOTICE FOR DEMOLITION & RENOVATION PROJECTS\*\*▼▼▼▼**

• The Illinois Environmental Protection Agency (IEPA) requires that building owners and contractors notify the IEPA a minimum of ten working days prior to demolition or renovation activities. Also, the Illinois Department of Public Health (IDPH) requires that building owners and contractors notify IDPH prior to renovation activities. I hereby certify that I have received and read the United States Environmental Protection Agency (EPA) handout entitled: "Common Questions on the Asbestos NESHAP", and that I will file the ten day NOTIFICATION OF DEMOLITION AND RENOVATION with the IEPA if applicable. I also hereby certify that I have received and read the IDPH handout entitled: "State of Illinois Asbestos Abatement Project Notification Form", and that I will file the form with the IDPH if applicable. I understand that the EPA and IDPH handouts may not describe all of the IEPA and IDPH requirements, and I agree to conform to all applicable federal, state, and local laws. The IEPA may be contacted at (217)785-2011, and the IDPH at (217)782-3517.

• All contractors, and all property owners of rental property, performing work that disturbs painted surfaces in homes and in child care facilities & pre-schools that were built before 1978 must be U.S. EPA certified, and must follow specific work practices to prevent lead contamination. You must provide the *Renovate Right* pamphlet to residents or to the facility operator before work begins. Homeowners living in an owner occupied home performing their own work are not required, but are encouraged to also follow these regulations. For more information, contact the National Lead Information Center at 1-800-424-LEAD (5323) or visit [www.epa.gov/lead](http://www.epa.gov/lead). **I hereby certify I will meet all of the above requirements:**

**SIGNATURE OF APPLICANT**

**ADDRESS**

**DATE**

		APPROVED	DATE	DENIED	DATE	PERMIT #:
	<b>ZONING</b>					_____
	<b>PLAN REVIEW</b>					<b>APP DATE:</b> _____
	<b>ELECTRICAL</b>					<b>VALUATION:</b> _____
	<b>PLUMBING</b>					<b>REVIEW FEE:</b> _____
	<b>MECHANICAL</b>					<b>PERMIT FEE:</b> _____
	<b>CITY ENGINEER</b>					<b>PENALTY FEE:</b> _____
	<b>FIRE SAFETY</b>					<b>TOTAL:</b> _____
	<b>TREASURER</b>					<b>APPLICATION BY:</b> _____
	<b>TRAFFIC ENG</b>					<b>START:</b> _____ <b>EXPIRE:</b> _____
	<b>HISTORIC SITES</b>					<b>DATE ISSUED:</b> _____

**OCCUPANCY:** \_\_\_\_\_ **CONSTRUCTION TYPE:** \_\_\_\_\_ **CENSUS TRACT:** \_\_\_\_\_

**COMMENTS:** \_\_\_\_\_