



BUILDING AND ZONING DEPARTMENT
CITY OF SPRINGFIELD, ILLINOIS

Notice Regarding Mechanical, Electrical & Plumbing Work

This notice is being distributed with all residential Mechanical, Electrical and Plumbing (MEP) permits. Per City of Springfield Municipal Code, only contractors registered with the City of Springfield can apply for mechanical and electrical permits, and only plumbers licensed by the State of Illinois are able to apply for plumbing permits. However, City of Springfield Muni Code does allow for owners that occupy a structure as their primary residence to apply for MEP permits, granted that they maintain this as their primary residence for one (1) year following completion of the permitted work. This work shall be done only by the owner, and may not be subcontracted out to another company or individual. If the owner does not maintain the residence as their primary residence for the one (1) year timeframe, then they will be barred from applying for all future MEP permits, and fines may be assessed.

Please call the Dept of Building & Zoning at 217-789-2171 to schedule all necessary inspections.

The undersigned building owner acknowledges the above requirements

Name

Address

City

State

Zip Code

Signature

Date