

CITY OF BELLEVILLE, ILLINOIS
OFFICE OF THE ZONING ENFORCEMENT OFFICER
BUILDING COMMISSIONER

HSG# _____

Check List # _____

APPLICATION FOR BUILDING PERMIT

INSTRUCTIONS TO APPLICANTS

All information requested must be completed on this Application. Applicants are encouraged to visit this office and every assistance will be given in filling out this form. If possible, call (618) 233-6817, ext. 216 for an appointment to avoid delays.

Application is hereby made for a BUILDING PERMIT AS REQUIRED under the Building and Zoning Ordinances of the City of Belleville, for the demolition, erection, moving, or alteration, and use of buildings and premises. In making this application, the applicant represents all the following statements, and any attached maps and drawings, as a true description of the proposed new or altered uses and/or buildings. The applicant agrees that the permit applied for if granted, is issued on the representations made herein, and that any permit issued may be revoked without notice on any breach of representations or conditions.

1. DATA ON APPLICANT AND OWNER

Name of Applicant(s) _____ Telephone No _____

Address of Applicant(s) _____

Property Interest of Applicant(s) (OWNER, TENANT, CONTRACTOR) City _____ State _____ Zip _____

Applicant Mobile/Pager Number _____ Applicant Fax Number _____

Name Of Owner(s) _____ Telephone No _____

Address of Owner(s) _____

2. LOCATION OF PROPOSED CONSTRUCTION

Address of Proposed Construction _____

Permanent Parcel Number (attach if necessary) _____

Subdivision Name _____ Lot Number _____

Construction Located in Belleville Zoning District _____

WILL CONSTRUCTION BE WITHIN:

(a) A "Special Flood Hazard Area"(SPHA) _____ (b) Enterprise Zone _____

If so, denote the following:

Ground Elevation _____ (c) Historic District _____

100 Yr. Flood Plain Elevation _____ (d) Ward Number _____

Elevation of Lowest Floor _____ (e) Property Zip Code _____

3. PROPOSED CONSTRUCTION:

A () New Building B () Alterations or Additions to Existing Buildings C () Other

4. USE OF EXISTING AND PROPOSED STRUCTURES

Existing Use _____

Proposed Use _____

5. PLANS AND SPECIFICATIONS

(a) Site Plans. A plat drawn to scale is attached, and shows the following:

(1) Actual shape and size of lot property.

(2) Location, ground area dimensions, and identification of use of all (existing and proposed) buildings, structures, driveways, parking

SUBCONTRACTORS:

Electric _____

areas, etc.

(3) Dimensions of front, side and rear yards.

Plumbing _____

HVAC/Sheet Metal _____

(b) Construction plans. Plans prepared, and sealed by an Architect/Engineer, licensed of the State Illinois, are required for all public use buildings, including commercial, industrial and institutional.

(c) Specifications. For each building, structure, or use (existing and proposed) identified on the plat, give the following information if applicable:

Structure	Height in Feet	# of Stories	# of Dwelling Units	# of Employees	# of Parking Spaces
EXISTING					
PROPOSED					

(d) Building Characteristic

(1) Lot Size (sq. ft.) _____ Width _____ ft. Depth _____ ft.

(2) Building Size (sq. ft. all floors) _____

(3) Type of Construction _____

(e) Estimated Cost (Total costs plus labor) \$ _____

(f) Is garage to be attached to Main Structure on property? Yes _____ No _____

(g) Is the street on which building is to be erected provided with a sewer? _____

(h) Contractor Name _____ Cont. ID Number _____ Phone # _____

Contractor Mobile/Pager Number _____ Contractor Fax Number _____

Contractor Mailing Address _____

(C,S,Z) _____

(i) Arch. and/or Engineer _____ IL State Lic. # _____ Exp. Date _____

Address _____ Phone _____

(j) Fee Paid \$ _____

6. SPECIAL REQUIREMENTS, IF ANY

(a) Is written approval of the Board of Zoning Appeals required? _____

If YES, explain _____

(b) Is Variation or special exception to any provision of the Zoning Ordinance requested? _____

If YES explain _____

It is understood that any Permit issued on this application will not grant any right or privilege to erect any structure or to use any premises described for any purpose or in any manner prohibited by the Building and Zoning Ordinances, or by other ordinances, codes or regulations of the City of Belleville. Temporary Erosion Control measures must be implemented during construction & permanent measure must be maintained after completion. The applicant further agrees to notify the Enforcing Officer at the stages of construction stated as follows: 1) prior to pouring footing; 2) foundation prior to back fill; 3) rough framing; 4) final before occupancy; if permit is granted. The Enforcing Officer shall, upon completion of the construction, inspect the premises. It is further understood that if construction is not started within SIX (6) MONTHS of issuance of this permit & at least one (1) inspection recorded, the permit becomes null and void.

DATE _____

Applicant

I hereby certify that the above answers are correct and true,

STATE OF ILLINOIS)

) ss.

COUNTY OF ST. CLAIR)

Owner, Agent, or Contractor

Subscribed and Sworn to before me this _____ day of _____ A.D.20 _____

Notary Public

DO NOT WRITE IN THIS SPACE -- FOR OFFICE USE ONLY

Permit Denied () Cause for DENIAL _____

BY: _____