



Limited Building Permit Application

Department of Community Development

Building Division (618)346-5200 Ext. 3

Office Use Only

Permit # _____

Date _____

Improvement Address: _____

Type of Improvement:(Use Group "U") Mark each that applies:

Reroofing Residential Reroofing Commercial Electric Service Upgrade(<400 Amps)

Fence Driveways Accessory Structures Pool (Above Ground) Deck Demolition Boarding

Scope of Work:

Total Cost of Proposed Work: _____

Applicant Information:

Name: _____ Phone Number: _____

Address: _____

Email: _____

Owner Information: Check if same as applicant

Name: _____ Phone Number: _____

Address: _____

Email: _____

General Contractor: Check if same as applicant

Name: _____ Phone Number: _____

Address: _____

Email: _____

Subject property is located within the **Uptown District** or a **Historic Landmark**: YES NO

Name of Roofing Company _____

Roofing License NO. _____

Copy of IL Roofing License Attached YES NO

If Applicable "JULIE" has been notified and is marking your project area? YES NO

Call 1-800-892-0123 to schedule before you dig.

Requirements: By signing below, applicant certifies the following:

- Compliance with all applicable Municipal and State codes. For a list of municipal codes please visit the city's website at https://library.municode.com/il/collinsville/codes/code_of_ordinances. For a list of Residential Deck Construction Codes, please visit the website at: <https://www.awc.org/codes-standards/publications/dca6>
- It is the Property Owners responsibility to be in compliance with any subdivision covenants and restrictions for fence installation.
- **FOR ALL STRUCTURES AND POOLS, A SKETCH OF IMPROVEMENT SHOWN ON AN AERIAL OF THE PROPERTY REFERENCING LOCATION, SIZE AND DIMENSIONS OF IMPROVEMENT, DISTANCE FROM PROPERTY LINES AND STRUCTURES, AND MATERIAL TYPE SHALL BE ATTACHED TO THE APPLICATION.**
- Notify Building & Zoning Department for inspections as improvement progresses and when work is completed. **48 hours notice is required.**
- **ENFORCEMENT** The Community Development Department reserves the right to reject any work which has been concealed or completed without first having been inspected and approved by the Department in accordance with the requirements of the various codes and ordinances.
- I certify that the information provided on this applications is true and correct and understand that any inaccurate information contained on the permit application may invalidate the permit. I also understand that the application and permit are only good for 180 days from signing unless an extension is granted in writing from the Building Official. I also acknowledge that it is the responsibility of the applicant to contact the Community Development Department if work need to be performed beyond the scope of work listed on the permit.
- **Building Permit fees are non-refundable.** The listed fee below is the minimum fee any additional fees can be found in our schedule of fees at <https://www.collinsvilleil.org/government/fee-schedule>
- **Authorized Representative must have a signed contract or document from the owner allowing them to sign on their behalf.**

Type "U" Building Permit Fee \$50.00
Demolition & Boarding Permit Fee \$100.00

 Signature of Owner or Authorized Representative Date

(OFFICE USE ONLY)

Reviews:

- Building: Approved _____
date
- Zoning: Approved _____
date
- Engineering: Approved _____
date

Permit Authorization: _____
Building Official or Representative Date