



Miscellaneous: Elevator- New, Repair or Replacement:

1. Verify and indicate Historic Preservation Status. Historic Preservation Commission approval is required for any scope of work to a building deemed to be historic. For questions please call the Planning Division at (847) 432-0867
2. Permit Submittal Requirements-
 - a. Residential, Multi-family and Commercial-
 - i. Building, Electrical and Plumbing permit applications (or as required based on scope of work). Elevator installation also requires Knox box permit application/installation- see City's Knox box flyer.
 1. (3) sets of Architectural, Structural, Electrical and Plumbing drawings (with Design Professional's signature/seal and license expiration date), with sufficient information to convey the building scope of work.
 1. (3) sets of elevator shop drawings and specifications.
 - ii. Copy of Homeowners Association Approval Letter/Copy of Condominium Association Approval Letter (if applicable).
 - iii. Residential- proof of Ownership: copy of Owner's Title Policy, a Warranty Deed or a Trustee's Deed and a copy of the Trust Agreement.
 - b. Multi-family and Commercial-
 - i. Any exterior changes to all buildings and grounds, must be reviewed for approval by the Plan and Design Commission. For questions please call the Planning Division at (847) 432-0867