



Development Services Department
10987 Main Street • Huntley, Illinois 60142 • 847-515-5252
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NON-RESIDENTIAL BUILDING PERMIT APPLICATION

CUSTOMER DATA

Name of Owner or Tenant _____ Subdivision _____ Lot No. _____
Property Address _____ County _____
Daytime Phone # _____ Email _____

PRIMARY CONTRACTOR INFORMATION – ATTACH COPIES OF SUB-CONTRACTOR LICENSES

Business Name _____ Contact _____
Address of Business _____
Phone # _____ Email _____

Contractor Type _____ Registration # _____

PROPOSED PROJECT DATA

CONSTRUCTION VALUE \$ _____ (Including Installation) Area _____ sq.ft.

Description of Work _____

Please supply the following:

- Two (2) copies of the Plat of Survey (for exterior projects - illustrating all work to be performed)
- Two (2) sets of detailed construction plans with cut sheets/specifications (if applicable)
- A copy of the quote or proposal from the contractor
- Property Association Approval Letter (if applicable) Digital copy of all documents

Owner/Representative Signature _____

Printed Name _____

Date _____

For Office Use Only

PERMIT NUMBER _____ DATE RECEIVED _____

TOTAL FEE _____ METHOD OF PAYMENT _____ RECEIVED BY _____

APPROVED BY _____ DATE: _____