



Development Services Department  
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## 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:

- One copy of the Plat of Survey (illustrating all work to be performed)
- One set of detailed construction plans to include cut sheets/specifications (if applicable)
- A copy of the quote or proposal from the contractor
- Homeowners Association Approval Letter (if applicable)

Owner/Representative Signature \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

### *For Office Use Only*

PERMIT NUMBER \_\_\_\_\_ DATE RECEIVED \_\_\_\_\_

TOTAL FEE \_\_\_\_\_ METHOD OF PAYMENT \_\_\_\_\_ RECEIVED BY \_\_\_\_\_

APPROVED BY \_\_\_\_\_ DATE: \_\_\_\_\_