VILLAGE OF BOLINGBROOK

BUILDING PERMIT PROCEDURE
NEW COMMERCIAL/INDUSTRIAL CONSTRUCTION

1. Complete building permit application typewritten or printed in ink.

2. Three (3) complete sets of plans and specifications, including the site plan, drawn to scale, showing measurements and any new building(s) and distances to lot lines, proposed grades, all site improvements, exterior elevations, plumbing, heating, electrical diagrams and the applicable ComCheck Certificates. All plans must be signed and sealed by an Illinois registered Architect or Engineer. Plans cannot exceed 30”x42” in size. Do not include Civil Drawings in Architectural Plan sets.

3. Two (2) copies of the site exploration/soils report and two (2) copies of the structural calculations for the building.

4. Plan review Fee - .0045 times cost of construction plus $100.00 not less than $175.00.

5. All general and subcontractors must be registered with the Village of Bolingbrook, Building Division in accordance with Chapter 25 of the Bolingbrook Municipal Code prior to issuing a building permit.

6. Provide letter from Illinois American Water Company stating they have received plans for review.

7. Establishments involved in selling food to the public must include a letter of approval from the Will County Health Department.

ALL PLANS ARE REVIEWED UNDER THE FOLLOWING CODES:

BUILDING INSPECTION DIVISION


PLANNING AND ZONING DIVISION


FIRE DEPARTMENT