VILLAGE OF BOLINGBROOK

BUILDING PERMIT PROCEDURE
COMMERCIAL/INDUSTRIAL BUILDOUT/IMPROVEMENT

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

2. Three (3) complete sets of plans and specifications, drawn to scale, with plumbing, heating diagram and calculations, 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.

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

4. 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.

5. 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