City of Litchfield

Application for Plan Examination and Building Permit

120 E. Ryder Street Litchfield, Illinois 62056 Phone 217-324-8140 Fax 217-324-5619

Date	Phone (Bus)	(Home)	(Cell')
Address of Applica	nt			
	Residential Comm			
	residential projects, please indi			
	nedP			
Full time jobs creat	ted P			
	. Temporary construction jo	bs created	•	
Please indicate app	roximate beginning date	c	ompletion date	
	k one) New Construction			
	eling Mobile/Modular Ho			Fence
	Other			
Are you aware of ar If yes, will asbestos Are you aware of ar If yes, will lead pain	ny asbestos present? Yes be disturbed? Yes No No No No to disturbed? Yes No No to disturbed? Yes No			· .
vame of owner it of	ther than applicant			
ocated between	ction	Ch and		
ocated between Or corner of	•	St. and		St.
	Logally deceribed			
Of	Legally described	Addition in	Morth Deput Lit	abfield Tourselin
stimated cost: incl	ude all permit fees, labor, and r	rarcerranto. naterial but evel	ude property values	 -
	lot coverage including new con.			
	County Licenses or Certificates r			 TNo
. A crest Prace ea hest Hall	nber and expiration date			

Names of all Contractors with necessary contact information Include Contractor license numbers if applicable

General Contractor	Phone
Address	
Architect/Engineer	PhonePhone
Address	
Plumbing	Phone
Address	
Mechanical	Phone
Address	
riectifcai	Phone
Address	
Roofing	PhonePhone
Address	
Other	Phone
Address	
Other	Phone
Address	
Enterprise Zone Yes No	TIF District Yes No
Please complete this section only if app	lication is made by agent:
hereby certify that the proposed work by the owner to make this application a	is authorized by the owner of record and I have been authorized is his authorized agent.
lignature of agent	
Address	
•	

Current Building Codes

2006 International Energy Code

2006 International Residential Code

2006 International Existing Building Code

NFPA Life Safety 101, including Appendix

Illinois Accessibility Code

2006 International Building Code
2006 International Mechanical Code
2009 International Energy Conservation Code
Latest Edition Illinois Plumbing Code
Americans with Disability Act

Building Permit Checklist . (minimum requirements by applicant)

Residential (new residence and additions)
Zoning approval form
Application for Plan Examination and Building Permit
Sfte Plan (1"=20'-0")
Foundation Plan (1/8"=1"-0")
Floor Plan (1/8"=1'-0")
Exterior Elevations (1/8"=1'-0")
Typical Wall Section (3/4"=1'-0") from footing up to truss or rafters
NOTE: All drawings to be drawn no smaller than the scale indicated and must show all perlinent dimensions and notes required for construction. Paper size to be no larger than 30"x42" (Submit one set of drawings)
Residential (remodel) remodel is defined as any structural, mechanical, plumbling, or electrical change
Application for Plan Examination and Building Permit
Floor Plan (1/8"=11-0")
Deck, Fences and Pools
Zonting approval form
Application for Plan Examination and Building Permit
Site Plan (1"=20'-0")
010 1 Ell (1 -20-0)
Commercial and Industrial
Zoning approval form
. Application for Plan Examination and Building Permit
Site Plan (1"=20'-0")
Landscape Plan (1"=20'-0")
Foundation Plan (1/8"=1'-0")
Floor Plan (1/8"=1'-0")
Exterior Elevations (1/8"=1'-0")
Typical Building Sections (1/8"=1"-0")
Typical Wall Sections (3/4"=1"-0")
Interior Elevations of ADA compliant restrooms, break rooms, kitchens, reception/cashler counters
Structural Calculations using appropriate wind, snow, and selsmic loads imposed on structure
Plumbing, Mechanical, and Electrical Plans (Same scale as floor plans)
NOTE: All drawings to be drawn no smaller than the scale indicated and must show all pertinent dimensions and notes required for construction. Paper size to be no larger than 30"x42" (Submit one set of drawings signed and sealed by an illinois licensed design professional with license expiration date and date sealed.

Notification of Building Construction/Improvement and New 911 Address Assignment - Montgomery County, Illinois All persons shall be required to provide notice of building construction (Improvidents)	tion/improvements" includes but is not limited to all houses, managed to all houses, manage	Notification of Building Construction/Improvement prior to control of any kind, commercial buildings, etc. Failure to file a	proceeds and each day following completion of the constitute and ottense punishable by fine up to \$500.00 each day in which work	
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New structure that will require a new 911 address (includes: houses, barns, sheds, etc.).

Improvement to an existing structure only and a new 911 address is not needed

Check One:

Property No.:	Notification No.;
Name of Property Owner; Current Address;	
Road Name Driveway:	State: Zip
Type of Construction:	Commercial Home Out Building
· Estimated Start Date:	
Cost Estimate:	
Legal Description	
Township Name:	Sec. Two: Range.
Legal Description:	
Lot/Land Size:	
Tax Group Code No:	

Your legal description can be obtained from your Township or Multi Twonship Assessor or the Supervisor of Assessments office.

This acknowledgament satisfies the Montgomery County Notification Process. All other city, township, subdivision and state ordinances must be followed:

Montgomery County Structural Improvement Assessment Office Work Sheet Instructions

Check the appropriate circle: On Worksheet

- Improvement to an existing structure only and a new 911
- address is not needed
 - New structure that will require a new 911 address
- (includes: houses, barns, sheds, etc.).

Enter Property owner name and address, improvement information, an estimated starting date and a cost estimate. The property number and legal description is available from the Supervisor of Assessments Office. Notification umber will be assigned by the Supervisor of Assessments upon completion.

Return work sheet to the Supervisor of Assessments Office. Please call if you have any questions. Property owners can complete the worksheet by phone if they prefer.

Montgomery County

Supervisor of Assessments

1 Courthouse Square Room 201

Hillsboro, IL 62049

Phone: 217-532-9595

Fax: 217-532-9599

Email: assessor@montgomeryco.com