

Application Fee: _____
Date Paid: _____



Permit No.: _____
Final Inspection Date: _____
JULIE Call #811: _____

BUSINESS PERMIT APPLICATION

This is a one-time only permit and expires six (6) months from date of issuance

ALL FEES ARE NON-REFUNDABLE

PROJECT TYPE: BUILDING HARD SURFACE FENCE SIGN
New Repair/Replacement Addition/Alteration Accessory Structure Other

LOCATION

Address: _____

Tax Identification: _____ Present zoning of Property: _____
00-00-000-000

Own Rent *If Applicant rents the location, the Owner must authorize this application.*

APPLICANT'S INFORMATION

Full Name(s): _____

Address: _____

Phone No.: _____ Email: _____

OWNER'S INFORMATION (If different from above)

Full Name(s): _____

Address: _____

Phone No.: _____ Email: _____

CONTRACTOR INFORMATION

Full Name: _____

Address: _____

Phone No.: _____ Email: _____

PROJECT INFORMATION

Description of project: _____

Estimated starting date: _____ Estimated Cost: _____

Size of New Structure: _____ ft X _____ ft Property Lot Size: _____ ft X _____ ft

PROJECT INFORMATION *continued*

BUILDING PERMIT: Are there other structures on premises (i.e. garage, shed)? Yes No
If yes, please list _____

Submit the following items with this application:

1. A plat of the property, if applicable.
2. A Site Plan* of the property **must be provided with this application.**
3. The appropriate fee.
4. NEW CONSTRUCTION – building plan to scale which must include the following for **West Peoria Fire Department** review:
 - a. Electrical distribution, sizing and incoming to building
 - b. Gas distribution and incoming to building
 - c. Door swings
 - d. Door size/s (must meet ADA codes if public building)
 - e. Room measurements
 - f. Construction materials
 - g. Fire protection
 - h. Purpose of building stated in writing

*Site Plan for a NEW building or addition must include:

1. Location and dimensions of all buildings, including accessory structures such as detached garages/storage sheds and attachments such as porches, decks, and patios with pertinent setback lines.
2. Distance from property lines to existing property structures, including distance from the accessory structure and other structures.

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 HARD SURFACE PERMIT: If Driveway, please indicate: Front Entrance Rear Entrance
TYPE: Concrete Blacktop/Asphalt Gravel Other _____
Are there other hard surfaces on premises (i.e., sidewalks, driveway, patio)? Yes No
If yes, please list _____

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 SIGN PERMIT: Type: Ground Pole Roof Projecting Billboard
Electrical: Yes No Lighting: Internal External

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 FENCE PERMIT: Is this property a corner lot: Yes No Fence Height _____ ft.
TYPE: Wood Vinyl Chain Link* Other _____

NOTE*: Chain link and privacy fences are NOT allowed in front yards or front and side of corner lots and no more than 3 – 4 ft in height

I/We, the undersigned, hereby request the City of West Peoria grant a permit as provided by the Zoning Ordinance for the City of West Peoria, Illinois, as amended to date.

APPLICANT: _____
Signature

Print name: _____ Date

OWNER: _____
Signature

Print name: _____ Date

Please provide site plan of the project!
You must notify West Peoria City Hall for final inspection

FOR OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE

Received by: _____ Date: _____

Fee Collected: \$ _____ Cash: _____ Check: _____ Credit: _____ PERMIT APPROVED: Yes No

City Administrator Signature

Code Officer Signature

Comments: _____

Copy: _____ New Build/Addition – WP Fire Marshall with plans _____ Driveway – Public Works Manager