

THE VILLAGE OF
FRANKLIN PARK

Date Received:

9500 Belmont Avenue · Franklin Park, Illinois 60131 (847) 671-8245, FAX # (847) 671-8790

FIRE PERMIT APPLICATION

(COMPLETE ALL SHADED AREAS)

Reviewed By/Date:

Bldg: _____
HVAC: _____
Plumb: _____
Fire: _____
Hlth: _____
Eng: _____

DATE APPLICATION SUBMITTED: _____ **PERMIT NUMBER:** 21-FP-_____

ADDRESS OF PROPERTY: _____

PROP. OWNERS NAME: _____ **PHONE NUMBER:** _____

PROPERTY OWNER'S ADDRESS: (IF NOT SAME AS ABOVE) _____

PROPERTY OWNER'S EMAIL ADDRESS: _____

DESCRIPTION OF WORK: _____

JOB COST _____ **FLOOD ZONE:** YES NO CHECK ONE (SEE NOTE BELOW)

PLANS ATTACHED: YES NO

SEE PLANS SUBMITTED _____

USE GROUP _____ **TYPE OF CONSTRUCTION** _____

STRUCTURE: (MUST CHECK ONE BELOW)

of UNITS _____ **Number of Occupants** _____ Industrial Commercial

SQ. FT. TOTAL BUILDING: _____ **SQ. FT. SPECIFIED REMODELING:** _____

APPLICANT SIGNATURE: _____ **DATE** _____

PRINT NAME: _____ **PHONE NUMBER TO CALL WHEN PERMIT IS READY** _____

PLEASE COMPLETE PAGE TWO OF APPLICATION

IMPORTANT ! INSPECTIONS ARE REQUIRED FOR ALL WORK BEING DONE, 24HOUR NOTICE REQUIRED TO SCHEDULE AN INSPECTION. HAVE PERMIT NUMBER READY

FOR OFFICE USE ONLY		DATE & TIME CALLED/PICKUP	
SPRINKLER: PROCESSING FEE	_____		
MECHANICAL: _	_____	ZONING STAMP:	
PLUMBING/SEWER:	_____		
FIRE:	_____		
THIRD PARTY REVIEW	_____		
ENGINEERING FEE:	_____		
PENALTY FEE:	_____		
TOTAL PERMIT COST:	_____		
CHIEF INSPECTOR			BUILDING DIRECTOR

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CONTRACTOR INFORMATION

INSTRUCTIONS: ALL CONTRACTORS & SUB-CONTRACTORS MUST BE LICENSED & BONDED WITHIN THE VILLAGE OF FRANKLIN PARK TO PERFORM ANY WORK. (A SEPARATE APPLICATION MUST BE FILLED OUT FOR CONTRACTOR LICENSING) FOR WORK BEING DONE BY CONTRACTOR(S), PLEASE FILL IN THE APPROPRIATE LINE & SUPPLY FOLLOWING INFO(OR SEE BOTTOM OF PAGE FOR PROPERTY OWNER SIGN OFF) PLEASE INCLUDE NAME, ADDRESS AND PHONE NUMBER. ALL DEMOLITION PERMITS REQUIRE \$50,000.00 BOND. IF ADDITIONAL SPACE IS NEEDED ATTACH SEPARATE LIST FOR CONTRACTORS

CARPENTER: _____

AWNINGS/DOORS: _____

ASPHALT/PAVING: _____

CONCRETE/CEMENT: _____

DEMO/WRECKER: _____

ELECTRICAL: **MUST BE OBTAINED ON A SEPARATE APPLICATION**

ROOFER*: _____

EXCAVATOR: _____

GLAZIER: _____

MASON/TUCK POINTING: _____

PLUMBER*: _____

SEWER/DRAIN LAYER: _____

SHEET METAL/HVAC: _____

SPRINKLER: _____

STEEL ERECTOR: _____

OTHER: _____

CONTRACTORS SIGNATURE

DATE





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APPLICATION FOR PERMIT:

- Property Owner's address, phone number and name printed.
- Description of work.
- Real Estate Index Number (on tax bill) / it starts with a 12 and ends with 0000.
- Contractors need to be listed with name, address and phone number.
- Total cost of job is required.
- Signature and applicant name to be printed at bottom of application with phone number.
- Permit applications take require five days for us to process and approve; you **will be called** when **permit is ready** for pick-up
- Permits cannot be faxed nor can they be accepted via fax for review.
- 4 sets of plans required.

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ALL CONTRACTORS ARE REQUIRED TO APPLY FOR A VILLAGE LICENSE FOR ANY WORK DONE IN THE FRANKLIN PARK.

- Complete an “Application of Contractor License” form.
- Certificate of Liability insurance with The Village of Franklin Park as the holder.
- Need a **“Bond for \$10,000.00” (\$50,000 for demo contractor)** with the certificate holder being: **VILLAGE OF FRANKLIN PARK, 9500 WEST BELMONT AVENUE, FRANKLIN PARK, IL 60131**
- Original (hard copy) needs to be mailed to this office.
- Fee for license is \$100.00 for fiscal year starting May 1st to April 30th.
- General Contractor fee is \$250.00.
- Plumbers need to supply a copy of their \$20,000 State Bond or State License. Also require a letter of intent with the location of job, a scope of work and stamped with a corporate seal.

Fire Prevention phone number is: (847) 671-8798.

CODES ADOPTED:

IBC 2015; IL Plumbing Code; NEC 2014; Energy 2018

