





# ORLAND PARK

All contractors must be licensed with the Village or Orland Park. Permit # \_\_\_\_\_

Jobsite Address:			
<b>Architect</b>	Business Name:		Contact:
	Business Address:		
	Phone:	Email:	
<b>GC</b> <i>Office Use:</i> CL-	Business Name:		Onsite Contact:
	Business Address:		
	Phone:	Email:	
<b>Electrical</b> <i>Office Use:</i> CL- <input type="checkbox"/> Verified on electrical app	Business Name:		Onsite Contact:
	Business Address:		
	Phone:	Email:	
<b>Plumbing</b> <i>Office Use:</i> CL- <input type="checkbox"/> Verified on plumbing app	Business Name:		Onsite Contact:
	Address:		
	Phone:	Email:	
<b>Sewer and Water</b> <i>Office Use:</i> CL-	Business Name:		Onsite Contact:
	Business Address:		
	Phone:	Email:	
<b>HVAC</b> <i>Office Use:</i> CL-	Business Name:		Onsite Contact:
	Business Address:		
	Phone:	Email:	
_____ <i>Contractor Classification</i> <i>Office Use:</i> CL-	Business Name:		Onsite Contact:
	Business Address:		
	Phone:	Email:	
_____ <i>Contractor Classification</i> <i>Office Use:</i> CL-	Business Name:		Onsite Contact:
	Business Address:		
	Phone:	Email:	
_____ <i>Contractor Classification</i> <i>Office Use:</i> CL-	Business Name:		Onsite Contact:
	Business Address:		
	Phone:	Email:	
_____ <i>Contractor Classification</i> <i>Office Use:</i> CL-	Business Name:		Onsite Contact:
	Business Address:		
	Phone:	Email:	
_____ <i>Contractor Classification</i> <i>Office Use:</i> CL-	Business Name:		Onsite Contact:
	Business Address:		
	Phone:	Email:	

## Building Permit Application

**Permit Number** (Completed by Village)

### Part IX Terms, Conditions and Requirements

#### PLAT OF SURVEY

This application shall be accompanied by a Plat of Survey except when not required by the Development Services Department. Said Survey shall be signed and sealed by a licensed Illinois Surveyor.

#### APPLICABLE VILLAGE CODES

This permit is granted on the express condition that the said construction shall, in all respects, conform to all Ordinances of this jurisdiction including the Land Development Code, regulating the construction and use of buildings, and may be revoked at any time upon violation of any provision of said ordinances.

#### PERMIT EXPIRATIONS

From date of issuance of this permit, it is understood that unless a substantial start on construction is made within six (6) months, and unless substantial progress is made within one (1) year, and unless construction is completed within two (2) years, the permit is null and void.

#### PUBLIC RIGHTS OF WAYS

This permit conveys no right to occupy any street, alley or sidewalk or any part thereof, either temporarily or permanently. Encroachments on public property must be approved by the jurisdiction. Street in alley grades as well as depth and location of public sewers may be obtained from the Engineering Division. The issuance of this permit does not release the applicant from the conditions of any applicable subdivision restriction. A Digging Permit is required when opening up a street to perform any work and appropriate bond submitted. Contractors are also required to contact JULIE.

#### PERMIT POSTING

Permit shall be posted and displayed on the job site during all times of construction and until a final approval has been issued by the Village.

#### JOB SITE PLANS

Approved plans must be retained on the job site until final inspection has been made and approved.

#### PLAN REVISIONS

Any deviation from the approved plans must be reviewed and approved subject to the same procedure established for the review of the original plans. Additional permit fees may also be charged predicated on the extent of the variation from the original plans.

#### FOUNDATION APPROVAL

Construction shall not continue beyond the building's foundation without a Village approval of the as-built foundation's site location and elevations (spot survey). The foundation lot line setbacks and top of wall elevations shall be approved by the Village Building and Engineering Divisions prior to any further construction of the building.

#### INSPECTION REQUESTS

The Development Services Department requires inspections and approvals of construction trades prior to any concealment of work regulated by the Village Codes. Typical inspections include but are not limited to:

1. Concrete Inspections require all re-enforcement steel, including wire mesh, to be in-place per approved plans. Inspections must be made after steel is in place and before concrete is poured.
2. Footings, Drain Tile, Underground Plumbing, Electric or Gas Materials and Electric Service.
3. Roughs for Framing, Plumbing, Electrical, Mechanical, Fire, Energy and Concrete Flatwork.
4. Final inspection prior to any use or occupancy (Village Code Title 5, Chapter 1)

#### INSPECTION NOTIFICATION TIMING

1. Inspection requests can be submitted online using the [Online Inspection Request Form](#), emailed to [inspectionrequest@orlandpark.org](mailto:inspectionrequest@orlandpark.org) or submitted in person to the Development Services Department.
2. Inspection requests cannot be taken over the phone and cannot be taken for same day inspections.
3. Inspection requests must be submitted by 4 pm to schedule for the next business day.
4. Inspection requests submitted on a Friday after 4 pm or on Saturday or Sunday will be scheduled the following Tuesday.

#### ENFORCEMENT

The Development Services Department reserves the right to reject any work which has been concealed or completed without first having been inspected and approved by the Department in accordance with the requirements of the various codes and ordinances.

#### CERTIFICATE OF OCCUPANCY

After final inspections have been approved, a Certificate of Occupancy may take up to 7 days for processing. Property/Title closings must account for time needed to monitor any legal agreements and Departments sign-offs for occupancy approvals.

#### INDIVIDUAL COVENANTS AND DEED RESTRICTIONS

The issuance of a permit is not to be construed as a waiver of any restrictive covenant or any other matters that are recorded or unrecorded that may affect the real estate.

#### ERRORS AND OMISSIONS

No error or omission in any permit application, plans or documents approved by the Village, shall not relieve the land owner, agent or representatives to violate any adopted ordinance or code provisions. After reading these permit application terms, the undersigned fully understands the terms, the undersigned fully understands the terms and declares to the best of the knowledge and belief of the undersigned, that statements made are true.

### Part X Applicant

*The undersigned hereby applies to the Development Services Department of the Village of Orland Park, IL for a permit to erect, alter, construct, or enlarge the structure or part thereof herein described, and if granted the permit applied for I will comply with all requirements of the village ordinances relating thereto and pay the fees required by such ordinances. I have read and understand terms, conditions and requirements listed in this application.*

Print Name	Signature	Date
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