



City of Collinsville
RESIDENTIAL BUILDING PERMIT APPLICATION
 Department of Community Development
 Building Division (618) 346-5200 Ext. 1126

Type 'R'

PERMIT NO.:

FOR NEW CONSTRUCTION, ADDITIONS, & REMODELING

TYPE OF WORK

LOCATION OF CONSTRUCTION (Street Address or PIN)

APPLICANT	MAILING ADDRESS	PHONE
-----------	-----------------	-------

OWNER (if other than applicant)	MAILING ADDRESS	PHONE
---------------------------------	-----------------	-------

Email Address

NAME, ADDRESS, & PHONE OF CONTRACTORS:

GENERAL: Email Address		
ELECTRICIAN: Must be Qualified		<input type="checkbox"/> Qualified
PLUMBER: Must be Licensed		License No.:
ROOFER: Must be Licensed		License No.:
HVAC:		

CERTIFICATION: By signing below, applicant certifies the following:

- WORK SHALL COMPLY WITH ALL APPLICABLE CODES ADOPTED BY THE CITY OF COLLINSVILLE
 - for a list of municipal codes, please visit the City's website at: <https://library.municode.com/il/collinsville/codes/codeofordinances>

- THREE FULL SETS OF BUILDING PLANS, INCLUDING A PLOT / SITE PLAN, ARE REQUIRED (Unless waived by Building Director). **All plans must be submitted in electronic form in addition to hard copy.**

- THE SUBJECT PROPERTY IS NOT LOCATED WITHIN THE UPTOWN COLLINSVILLE ZONING DISTRICT, IS NOT LOCATED WITHIN THE HISTORIC DISTRICT, AND IS NOT A DESIGNATED HISTORIC LANDMARK
 - The subject property is located within the UCD; I have received the requirements applicable to this district.
 - The subject property is located within the Historic District or is a Historic Landmark; I have received an application for *Certificate of Appropriateness* and understand a copy of this application for building permit will be forwarded to the Historic Preservation Commission for review, and that the permit will not be issued until approved.

Is the property located or partially located within a flood plain or area of known for flooding? Yes No

TYPE OF CONSTRUCTION (Select One): NEW CONSTRUCTION / RESIDENTIAL REHAB/REMODEL

NEW CONSTRUCTION: Plans Required

SINGLE FAMILY

LIVING AREA: _____ GARAGE: _____ BASEMENT: Finished _____ Unfinished _____
Total Sq. Ft. Total Sq. Ft. Total Sq. Ft. Total Sq. Ft.

DUPLEX OR MULTIFAMILY: No. of Units _____

LIVING AREA: _____ GARAGE: _____ BASEMENT: Finished _____ Unfinished _____
Total Sq. Ft. Total Sq. Ft. Total Sq. Ft. Total Sq. Ft.

LIVING AREA: _____ GARAGE: _____ BASEMENT: Finished _____ Unfinished _____
Total Sq. Ft. Total Sq. Ft. Total Sq. Ft. Total Sq. Ft.

LIVING AREA: _____ GARAGE: _____ BASEMENT: Finished _____ Unfinished _____
Total Sq. Ft. Total Sq. Ft. Total Sq. Ft. Total Sq. Ft.

LIVING AREA: _____ GARAGE: _____ BASEMENT: Finished _____ Unfinished _____
Total Sq. Ft. Total Sq. Ft. Total Sq. Ft. Total Sq. Ft.

RESIDENTIAL REHAB – description of work to be done:

Total Cost of Proposed Work _____

NOTICE

A copy of the Building Department's *Construction Inspection Procedures* is provided on page three. This inspection checklist must be followed; inspections must be scheduled as required, if any inspection fails, CORRECTIONS MUST BE ADDRESSED WITHIN 7 DAYS when corrections have been made you must call for a re-inspection.

Building Inspections must be coordinated with the Building Department by contacting **Amy Boeving** at **618-346-5200 ext. 1126**

Installation of water lines must be coordinated with the Water Department by contacting **Mike Jeffries** at **618-975-8011**.

Installation of sewer lines must be coordinated with the Wastewater Department by contacting **Eric Nagel** at **618-792-4580**.

Installation of sidewalks and driveways on City right-of-way must be coordinated with the Street Department by contacting **Mike Doi** at **618-971-1943**

FAILURE TO COORDINATE WITH THE ABOVE INDIVIDUALS MAY RESULT IN REMOVAL AND REPLACEMENT OF ANY UNAPPROVED WORK AT THE EXPENSE OF THE CONTRACTOR OR DEVELOPER

INSPECTION PROCEDURES FOR RESIDENTIAL CONSTRUCTION WITHIN THE CITY OF COLLINSVILLE

➤ EROSION CONTROL

- The disturbance of any soil requires proper erosion control.

➤ **FOUNDATION INSPECTION**

- Footing inspection prior to concrete pour
- Inspection of foundation prior to concrete pour

➤ **FRAMING INSPECTION**

- After all framing, roof, fire stops, and bracing are in place

➤ **PLUMBING, MECHANICAL AND ELECTRICAL**

- Rough inspection prior to concealment and fixtures are set

➤ **DRYWALL INSPECTION**

- After drywall is in place, but before taping and finish is applied

➤ **PLUMBING, MECHANICAL AND ELECTRICAL**

- Final inspections are required prior to services being turned on

FINAL INSPECTION -After building is complete and prior to occupancy (includes landscaping, sidewalk construction and all clean up)

NOTICE: STREET AREA MUST BE CLEANED DAILY THROUGHOUT CONSTRUCTION

Inspections are performed Monday through Friday, excluding holidays. Request for inspections must be called in for at least one day prior to the inspection.

By signing this application

- I acknowledge the code requirements related to this project;
- I acknowledge that the information I have provided is complete and accurate to the best of my knowledge.
- I acknowledge that it is the responsibility of the applicant to contact the Community Development Department if work needs to be performed beyond the scope of work listed on this building permit.

SIGNATURE Owner Representative

PRINTED NAME (if Representative)

For Office Use Only

Department of Community Development

Zoning Approved	
Cost of Construction (per International Valuation Data):	\$
Building Permit Fee (attach permit calculation form):	\$
Occupancy Permit Fee	\$
AMOUNT DUE:	\$

Water / Sewer Department

Commercial Water Tap	\$
Water Deposit (Plus Turn on Fee)	\$
Irrigation Tap	\$
Commercial Sewer Tap	\$
Sewer Inspection	\$
Deposit & Turn-on Fee for Irrigation	\$
Credit for Existing Water Service	
AMOUNT DUE:	\$

TOTAL AMOUNT DUE:

APPROVED BY BUILDING OFFICIAL

DATE

Attached to this application is a copy of the Plan Review Comments from: -Building Official -Plumber -Zoning
 -City Engineer -Water /Sewer Dept. -Fire Department -Other _____