FOR OFFICE USE ONLY			
Date Application Received			
Site Plan Number			
Date Site Plan Approved			
Zoning Certificate Number			
Build #		Mech #	
Elect #		Plumb #	

CITY OF CARBONDALE
Building & Neighborhood Services Division
200 South Illinois Avenue, P.O. Box 2047
Carbondale, IL 62902-2047
Phone: (618) 549-5302
Fax: (618) 457-3289

COMMERCIAL BUILDING PERMIT APPLICATION

Name of Owner _____ Address _____

NOTE: If the property is in the control of a trust, complete the "Trust Ownership Disclosure Notice".

City: _____ State _____ Phone _____ Fax _____

Name of Contractor: _____ Address _____

City: _____ State _____ Phone _____ Fax _____

ADDRESS OF PROPOSED CONSTRUCTION _____

TYPE OF CONSTRUCTION (check one) ☐ New Structure ☐ Repair/Remodel ☐ Addition

Describe the Proposed Construction _____

_____

_____

Proposed Use of the Building _____

PLANS AND SPECIFICATIONS

All permit applications for new structures and additions (for other than one and two family dwellings) must be accompanied by a set of drawings having the seal of an Illinois Registered Architect or Structural Engineer and must have had a site plan approved by the Development Services Department of the City.

All structures must comply with the 2003 ICC International Building Code, the National Electrical Code and the State of Illinois Plumbing Code. An examination of the plans for code compliance will be performed by the Building & Neighborhood Services Division, and the plans must include all information necessary for such an examination.

ESTIMATED COST OF CONSTRUCTION AND BUILDING PERMIT FEES

The fee for building permits is two dollars ($2.00) per thousand dollars of the estimated cost of improvements excluding the costs of the land and the interior chattel furnishings (i.e. the building permit fee for $50,000 of improvements is $50,000 X 0.002 = $100.00). The cost of construction must include the cost of the electrical, plumbing and mechanical systems; however, the plumbing and electrical permits and fees are figured separately on a minimum fee basis.

ESTIMATED COST OF CONST. (including labor and all materials) $ _____

BUILDING PERMIT FEE $ _____ _____

Signature of Building & Neighborhood Services Official

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent, and we agree to conform to all applicable laws and ordinances of this jurisdiction. I also give permission for employees of the City to perform inspections on the property, and hold the City harmless for any Code requirements identified subsequent to the plan approval.

_____ _____

Signature of Owner or Agent | Printed Name / Relationship to Owner

C OF O CHECKLIST
BLDG PLAN
SETBACK
TEMP ELECT
FTNG
FOUND
FRAME
INSUL
SYS WIRE
MECH
PLMB
WALL APP
EXT SIN
FINISH OUT
ELECT
MECH
PLMB FXT
SITE
TEMP
BCND
EXP
PCO