



Miscellaneous Permit Application

7401 Meyer Road

(815)675-2121

Fax (815)675-6053

www.springgrovevillage.com

Date: _____

Owner's Name: _____ Phone No. _____

Project Address: _____

Contractor Name & Address: _____ Phone No. _____

Subdivision: _____ Lot #: _____ Tax ID #: _____

Permit Requested

Deck Shed Accessory Building Gazebo Screen Porch Basement Remodel

Re-Roof U.G. Sprinkler Fence - Lineal Feet: _____ Other _____

Total Sq. Feet: _____ Width: _____ Length: _____ Ht: _____ (if applicable)

Estimated Cost: \$ _____

Other information: _____

The following information is required:

- A copy of the plans for construction drawn to 1/4" scale and a design submittal for sheds, accessory buildings, gazebos and screen porches.
- A copy of your septic plans with fence/deck/shed etc. platted on such.
- A letter of approval from your Homeowner's Association (if applicable). *If you fail to comply with the covenants of your respective Homeowner's Association they could take legal action.*
- A \$500 Performance Bond for all structures with a concrete foundation (due at time of permitting).

Sheds and accessory buildings (buildings over 192 sq. ft.) are regulated by Village Ordinance. **For accessory buildings in excess of 192 sq. ft., applicants are required to appear before the Architectural Review Commission and submit an application fee of \$200 with the application two weeks prior to the next scheduled meeting for the review of the location, intended use, height, size and architectural style.**

To maintain the residential character in the Residential Districts, it is necessary to coordinate all shed and accessory building styles with the residential architecture of the existing houses. All sheds, accessory buildings or structures must compliment and coordinate with the principal structure on the lot, both in architectural style and material selection. Additionally, the Village reserves the right to impose additional requirements depending on the location, intended use and the orientation of homes in the proximate area.

Exterior Wall (material & color): _____ Trim (material & color): _____

Roof (material & color): _____ Windows (material & color): _____

Door (material & color): _____ Shutters (material & color): _____

Official Use Only

Conditions of Approval. This permit is issued pursuant to the conditions of our Zoning Ordinance Chapter 1533.3, which allows only one accessory building per lot. No permit shall be issued if there are any other accessory buildings currently on the lot. Permission can only be granted through the zoning process and a variance granted by the Village Board for any additional structures. Failure to comply shall result in suspension and revocation of this permit and other penalties and offending structure will be ordered removed. **Other conditions of approval are per plans and any notations made on plans. All work and materials to comply with all applicable codes and ordinances.** _____

Date: _____ Request: Approved Denied

Permit Number: _____ Permit fee \$: _____ Performance bond \$: _____

Building Official Signature _____ Date Paid: _____ Check# _____

Building Official Signature

IDENTIFICATION—To be completed by all applicants (please print or type)

	Name	Mailing Address - Number, Street, City, State & Zip	License No. (required)	Telephone No.
Excavator Contractor				
Concrete Contractor				
Electrical Contractor				
Plumbing Contractor				
H.V.A.C Contractor				
Insulator Contractor				
Roofing Contractor				

Notes:

1. As a reminder, you need to make sure your structure complies with the covenants of your respective Homeowner's Association. Your compliance with these covenants is your responsibility, not the Village's. If you fail to comply with your respective Homeowner's Association covenants, they may take legal action.
2. Permit expires one (1) year from the date issued unless otherwise approved by the Building Inspector.
3. This permit is granted upon the express condition that the said applicant of this permit shall conform in all respects to all the Ordinances of the Village of Spring Grove regulating the construction of buildings in the Village limits and may be revoked at any time upon the violation of any of the provisions of said ordinances, or failure to follow plans as approved to comply with said ordinances.
4. The applicant agrees to comply with the Municipal Ordinances and with the conditions of this permit; understands that the issuance of the permit creates no legal liability, express or implied, on the Department or Municipality; and certifies that all the above information is accurate.
5. **Hours of Construction:** The construction (including excavating), demolition, alteration or repair of any building is permitted between the hours of **7:00 a.m. and 8:00 p.m. Mon. - Sat. and 8:00 a.m. - 6:00 p.m. on Sundays or legal holidays** except in case of urgent necessity in the interest of public health and safety, and then only with the written permission of the Building Inspector.

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 authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of Applicant _____

Date _____