



RESIDENTIAL BUILDING PERMIT APPLICATION CHECKLIST

	INTERIOR ALTERATIONS	DETACHED GARAGE	DETACHED STORAGE BUILDING, SHED, OR BARN	EXTERIOR DECK	EXTERIOR FLATWORK (CONCRETE OR PAVER BRICK)	DRIVEWAY - EXPANSION OR NEW	DRIVEWAY RESURFACE (NO CHANGE IN EXISTING DIMENSIONS OR LOCATION)	LAWN IRRIGATION SYSTEM - NEW	LAWN IRRIGATION - ADDITION OR ALTERATIONS TO EXISTING SYSTEM	EXTERIOR SIDING	DEMOLITION	SANITARY SEPTIC SYSTEM (REPAIR OR REPLACEMENT)	WATER WELL	REROOF
Completed building permit application to include cost of construction, contractors' names, addresses, and phone numbers	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Copy of contractor's Illinois state license	Plumber's license, if applicable						Plumber's license AND Irrigation license	Plumber's license AND Irrigation license						Roofer's license
Non-refundable application fee (check payable to Village of Long Grove)	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50
Refundable security deposit	Determined upon review of drawings	\$1,500				\$1,500 if culverts are being installed	\$500			\$1,500				
Detailed construction drawings (2 sets)	✓	✓	✓	✓	✓									
Copy of contract proposal for work to be completed, including list of materials where applicable	✓	✓	✓	✓	✓		✓		✓					
Site plan (2 sets) with dimensions of improvements, setback dimensions to all property lines, and existing impervious lot area coverage in square feet		✓	✓	✓	✓	✓				✓	✓	✓		
Site plan (2 sets) with location of all easements and location of RPZ valve and sprinklers								✓	✓					
LCHD sanitary septic system or private water well review and copy of permit	if applicable	if applicable	if applicable	if applicable	if applicable				if applicable			✓	✓	

PERMIT REQUIREMENTS