



Village of Long Grove

**REQUEST FOR TEMPORARY CERTIFICATE OF OCCUPANCY INSPECTIONS
(2 weeks advance notice required)**

- The property listed below is ready for Temporary Occupancy (final building, electrical, HVAC, and plumbing) inspections.
- I (builder/owner) am attaching 2 copies of exterior final grading as-built topography site plan.
- I (builder/owner) have scheduled a final fire sprinkler inspection with my respective fire dept. (Long Grove Fire 847-634-3143, Countryside Fire 847-367-5511) and understand that the fire sprinkler final inspection must be *APPROVED* prior to receiving a Temporary Certificate of Occupancy from the Village of Long Grove.
- If applicable, I will provide to the Village, the LCHD Certificate of Compliance for Sanitary Septic System and Water Well Analysis documents prior to issuance of Temporary Certificate of Occupancy.
- I (builder/owner) understand that the Temporary Certificate of Occupancy will be valid for a maximum of 180 days from the date of issue, by which time a Certificate of Occupancy must be attained.

signature of builder or owner

printed name

contact phone # for builder or owner

today's date

PROPERTY ADDRESS: _____

LOT # _____ **SUBDIVISION:** _____ **PERMIT #:** _____

NEW RESIDENT(S) NAME(S): _____

NEW RESIDENT'S CONTACT PHONE #: _____ LG HOME CELL WORK

DATE BEING REQUESTED FOR TEMPORARY OCCUPANCY INSPECTIONS:

_____ [DAY] _____ [DATE] A.M. OR P.M.

Submit request to Village of Long Grove Building Department • Mon - Fri 8:00 am – 5:00 pm
3310 RFD, Old McHenry Road, Long Grove, IL 60047 • (847) 634-9440 ph • (847) 634-9408 fax