

Application for Building Permit

Date Issued _____ Date Returned _____ Estimated Value \$ _____

I _____ hereby make application to:
(Name of Owner or Agent)

Build Alter Install Electrical Install Plumbing Erect Sign

Description of Work: _____

At _____
(Address of Proposed Work Site)

Zoned As _____ Lot Size _____ Subdivision Name _____

Buildings:

Width _____ Length _____ No of Rooms _____ No of Stories _____

Distance from lot lines: N _____ S _____ E _____ W _____

Materials to be used: _____

Site Plan Furnished	Y / N	Off-Street Parking Required	Y / N	# of Spaces: _____
Sealed Plans Required	Y / N	Septic System Required	Y / N	
		Water Well Required	Y / N	

New Homes:

No of: Baths _____ Lavatories _____ Toilets _____ Sinks _____ Showers _____ Smoke Detectors _____

General Contractor _____ Address _____ Phone _____

Electrician _____ Address _____ Phone _____

Roofer _____ Address _____ Phone _____
(License No) _____

Plumber _____ Address _____ Phone _____
(License No) _____

Signs:

Type of Sign: Freestanding or Attached (To: Roof / Wall)	_____	Illuminated or Non-Illuminated
Awning or Canopy	_____	Banner or Flag
Height _____ Width _____ Sq. Ft. _____	_____	Type Lighting (Direct / Indirect)

Fees & Signatures:

Building Permit	\$ _____
Electrical Permit	\$ _____
Plumbing Permit	\$ _____
Sidewalk Removal	\$ _____
Sign Permit	\$ _____
Water Tap	\$ _____
Sewer Tap	\$ _____
Penalty	\$ _____
TOTAL DUE	\$ _____

THE CITY OF PARIS HAS ADOPTED:
Current International Building Codes
Current National Electrical Codes
IL Dept. of Public Health Plumbing Codes
Paris Municipal Codes
International Fire Code
J.U.L.I.E. Utilities Inspection Requirements
2000 International Energy Conservation Code

Signed _____ (Signature of Owner or Agent) (Date) _____
By signing this application, the owner/agent certifies they have read the Building Permit Fact Sheet and agrees to comply with it and the codes and ordinances adopted by the City of Paris.
Address _____
City _____ Phone _____

Approved this _____ Day of _____ 20____

Code Compliance Officer
Permit No. _____

Building Permit Fact Sheet

1. A **Building Permit** is required when, within the city limits, or inside the 1½ mile Zoning Limit:
 - A) A new building or structure (except fences) **is to be** constructed, **or**
 - B) An existing building or structure (except fences) **is to be** altered or remodeled so as to “change the bearing walls, beams, supports, or the roof thereof.”
2. A **Building Affidavit** may be allowed when the cost of construction or alteration is expected to be less than \$2500.
3. The **Owner** of the property on which work is to be done has the responsibility of obtaining a building permit **prior** to starting any work, which may be done through an Agent, such as a contractor.
4. **Plans** for the proposed work to be done are required to be included with the building permit application. Generally, the more involved the work to be done, the more elaborate the plans required. A **site plan** showing the lot size, existing structures and location of the work to be done, relative to the property lines and adjacent streets, **is a minimum requirement**.
Facilities serving the public, such as multi-family housing, commercial establishments and industrial development require plans **sealed** by a registered structural engineer and / or an architect.
5. The current editions of the International Building Code and the International Residential Code are the regulation/standard to which all construction work shall be performed. Additional requirements are included in, but not limited to, current editions of the National Fire Protection Association’s National Electrical Code, the Illinois Plumbing Code, the International Fire Code (2000), the Illinois Accessibility Code and the Edgar County Health Code. Copies of the current codes are available for review at the Paris Public Library.
6. **Staking and layout** of the proposed work and field review by the **code enforcement officer** is required before the permit will be approved in order to verify City zoning setback requirements are met. In addition, the Edgar County Highway Department should be contacted for any construction adjacent to a county highway or township road in order to assure that County setback requirements are met.
7. Any permit application that requires **excavation** requires a “J.U.L.I.E.” site inspection (call 800.892.0123) **prior** to doing any excavation. Authorization to proceed may be given by the **code enforcement officer** upon receipt of clearance by the “J.U.L.I.E.” inspection to assure all utilities are clear from the excavation.
8. Prior to beginning work on any excavation, or on any construction involving driving or hauling machinery, trucks or equipment over any parkway or sidewalk area, the person doing such work must first have obtained liability insurance in a minimum amount of \$50,000.
9. The owner, permit applicant and all contractors involved are responsible to assure city owned appurtenances (street returns, curbs, sidewalks, drives, etc.) and utilities are protected from damage during construction operations and/or the transportation of materials to/from the site. Any damage caused to the City’s infrastructure by the applicant, their agent, or their contractors, shall be repaired to the City’s specifications at the owner/agent’s expense. In addition, the Superintendent of Streets and Alleys shall be contacted to in order to review and approve the design of any proposed entrances and culverts prior to their construction.
10. Building Permits have a time limit of 1 year from the issuance of the permit, except where excavation for foundations is expected. Excavation must be started within 6 months of issuance, and completed within one year of starting the excavation.
11. The Code Compliance Officer has the authority to allow construction to begin prior to formal approval by the City Council. However, the City Council has the ultimate approval authority, and any work commenced prior to approval by the City Council is at the risk of the Owner.
12. The Code Compliance Officer is responsible for assuring that building construction and rehabilitation within the zoning limits of the city is properly documented and accounted for. (S)he has the right of entry and inspection to assure standards of construction and compliance with city ordinances and zoning requirements are maintained, and (s)he also has the authority to issue work stoppage orders.
13. Fees for building permits will be assessed in accordance with the estimated cost of the work to be done.

They must be paid at the time of application for the permit.

14. Penalties for noncompliance with the building and zoning ordinances range from a minimum of \$50, up to 25% of the estimated cost of the project.
15. New construction requiring water or sewage service, and not connected to the City of Paris or the Clark-Edgar County systems, must comply with the regulations for wells and septic systems, issued by the State of Illinois and Edgar County Departments of Public Health (217.465.2212).