



BUILDING DEPARTMENT

401 WHITNEY BLVD SUITE 300

BELVIDERE, IL 61008 \* 815-547-7177

Submittal Permit

REQUEST FOR COMMERCIAL PLAN REVIEW

PLEASE SUBMIT FOUR (4) STAMPED & SEALED SETS OF CONSTRUCTION DOCUMENTS

\$100 NON-REFUNDABLE FEE REQUIRED AT TIME OF SUBMITTAL.

Submittal Fee will be credited from Building Permit Fee.

Total Submittal Fee: \_\_\_\_\_
Cash / Check #

SUBMITTAL PERMIT #: \_\_\_\_\_

DATE: \_\_\_\_\_

ZONING \_\_\_\_\_

TYPE OF BLDG. \_\_\_\_\_

PIN # \_\_\_\_\_

NAME OF PROJECT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TYPE OF PROJECT:

- NEW ADDITION
RENOVATION OTHER:

PROJECT CONTACT / RESPONSIBLE PARTY:

NAME: \_\_\_\_\_
ADDRESS: \_\_\_\_\_
PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_
EMAIL: \_\_\_\_\_

PLEASE PERFORM THE FOLLOWING REVIEW(S):

- BUILDING KITCHEN HOOD & DUCT
PLUMBING ELECTRICAL SITE PLAN
PARKING SPRINKLER FIRE ALARM
ENERGY ELEVATOR FIRE DEPARTMENT
LANDSCAPING USE PLANNING DEPARTMENT
ZONING PUBLIC WORKS MISC.

NOTE: Fire Sprinkler & Fire Alarm Plans shall be submitted to the Belvidere Fire Department for review and approval. The PERMIT for the Fire Sprinkler or Fire Alarm will be Issued by the City of Belvidere Building Department.

CHECK IF LOCATED IN THE ENTERPRIZE ZONE

NOTE: Section 105.3.2 of the 2003 International Building Code states a Time Limitation of Application. An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith of a permit has been issued; except that the Building Official is authorized to grant one or more extentions of time for additional periods not exceeding 90 days each. The extension shall be requested in writing and justifiable cause demonstration.

A FINAL BUILDING PERMIT SHALL BE ISSUED PRIOR TO ANY WORK PERFORMED \*PERMITS ISSUED BY APPOINTMENT ONLY\*

IMPACT FEE (IF APPLICABLE) SHALL BE PAID BEFORE BUILDING PERMIT IS ISSUED

Approved: \_\_\_\_\_
Building or Zoning Officer Date Owner or Authorized Agent