

**KANE COUNTY DEVELOPMENT DEPARTMENT  
BUILDING AND COMMUNITY SERVICES DIVISION  
719 BATAVIA AVENUE BUILDING A  
GENEVA, ILLINOIS 60134  
(630) 232-3485**

**KANE COUNTY BUILDING AND ZONING PERMIT APPLICATION**

Application Date: \_\_\_\_\_

**REQUIRED SUBMITTALS** required at time of application

**For Residential Construction:**  
2003 International Residential Code, as amended

1. **2 complete sets of construction plans**
2. **3 copies of a plat of survey or site plan drawn to scale, with the proposed construction and all existing structures drawn to scale, no larger than 11 x 17 paper size**
3. Signed Kane County Health Dept. form for well / septic or water / sewer hook-up approval
4. 1 copy of access / culvert permit
5. Legal description for new single family construction
6. KDOT Impact Fee receipt

**For Non-residential and Multi-family:**  
2003 International Building Code, as amended

Schedule pre-application meeting with the Building Officer or Permit Coordinator

**For Agricultural Exempt Structures:**

Refer to handout for Agricultural Exempt Structures  
Notarized Agricultural Exempt Structure Form required

In the State of Illinois, Fire Protection Districts have the authority to adopt and enforce ordinances independent from Kane County's adopted building codes and ordinances. It is the owner's responsibility to notify the appropriate fire protection district and comply with any required submittals, inspections and occupancy requirements in addition to those required by Kane County.

**PROPERTY INFORMATION** PLEASE PRINT

**Parcel/ PIN / Tax Id. REQUIRED**  
(from title or tax bill)

\_\_\_\_\_

\_\_\_\_\_

**Property Address** (except new construction) \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

**Property Owner Information**

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City / St: \_\_\_\_\_ Zip \_\_\_\_\_

Phone #: \_\_\_\_\_

**BUILDING PERMIT APPLICATION**

Proposed Construction &/or Use: \_\_\_\_\_

\_\_\_\_\_

Residential: Subdivision/Lot \_\_\_\_\_

Commercial: Project Name \_\_\_\_\_

Private Well?

Public Water Supplier \_\_\_\_\_

Private Septic?

Public Sewer \_\_\_\_\_

**COSTS, SQUARE FOOTAGE, UNITS**

New Construction Cost \_\_\_\_\_ Stormwater Permit # \_\_\_\_\_

Remodeling Cost \_\_\_\_\_ Well & Septic Permit # \_\_\_\_\_

**Total Estimated Cost** \_\_\_\_\_ Well & Septic Permit #2 \_\_\_\_\_

New Dwelling Units \_\_\_\_\_ Access Permit

Issued by \_\_\_\_\_

New Square Feet	
Above Ground _____	(includes garage, decks, porches & stoops)
Basement _____	
Crawl Space _____	
<b>Total</b> _____	

**(Continued on Other Side)**

