



City of Carbondale
 Planning & Development
 Management
 200 S. Illinois Avenue
 Carbondale, Illinois 62901
 Phone (618) 457-3248
 Fax (618) 457-3289
 Explorecarbondale.com

For Office Use Only	
Date App Received	
Site Plan Number	
Date Site Plan Approved	
Zoning Certificate Number	
Building #	Mech #
Elect #	Plumb #

COMMERCIAL BUILDING PERMIT APPLICATION

Address of Proposed Construction						
Name of Owner			Phone		Email	
NOTE: If the property is in the control of a trust, complete the "Trust Ownership Disclosure Notice" form.						
Address						
Name of Contractor			Phone		Email	
Address						
TYPE OF CONSTRUCTION						
Check One	New Construction		Repair/Remodel		Addition	
Describe (number of stories, type construction, number of bedrooms, etc.)						
Proposed Use of Building						
PLANS AND SPECIFICATIONS						
All permit applications for new structures and additions (for other than one and two family dwellings) must be accompanied by a set of drawings having the seal of an Illinois Registered Architect or Structural Engineer and must have had a site plan approved by the Development Services Department of the City.						
All structures must comply with the 2003 ICC International Building Code, the National Electrical Code and the State of Illinois Plumbing Code. An examination of the plans for code compliance will be performed by the Building & Neighborhood Services Division, and the plans must include all information necessary for such an examination						
ESTIMATED COST OF CONSTRUCTION AND BUILDING PERMIT FEES						
The fee for building permits is two dollars (\$2.00) per thousand dollars of the estimated cost of improvements excluding the costs of the land and the interior chattel furnishings (i.e. the building permit fee for \$50,000 of improvements is \$50,000 X 0.002 = \$100.00). The cost of construction must include the cost of the electrical, plumbing and mechanical systems; however, the plumbing and electrical permits and fees are figured separately on a minimum fee basis.						
ESTIMATED COST OF CONST. (including labor and all materials)				\$ _____		
BUILDING PERMIT FEE \$ _____				_____		
				Signature of Building and Neighborhood Service Official		

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent, and we agree to conform to all applicable laws and ordinances of this jurisdiction. I also give permission for employees of the City to perform inspections on the property, and hold the City harmless for any Code requirements identified subsequent to the plan approval.

 Signature of Owner or Agent

 Printed Name / Relationship to Owner