

**CITY OF CARBONDALE**  
**Building & Neighborhood Services Division**  
**200 South Illinois Avenue, PO Box 2047**  
**Carbondale IL 62902-2047**  
**Phone: (618) 549-5302**  
**Fax: (618) 457-3289**

FOR OFFICE USE ONLY	
Date Application Received	_____
Site Plan Number	_____
Date Site Plan Approved	_____
Zoning Certificate Number	_____
Build # _____	Mech # _____
Elect # _____	Plumb # _____

**BUILDING PERMIT APPLICATION FOR ONE AND TWO-FAMILY DWELLINGS**

Address of Proposed Construction \_\_\_\_\_

Name of Owner \_\_\_\_\_ Address \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Name of Contractor: \_\_\_\_\_ Address \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Check One:  Single-Family Dwelling  Two-Family Dwelling

**NEW STRUCTURES ONLY**

**LIVING AREA:** \_\_\_\_\_ SQ. FT.; **BASEMENT:** \_\_\_\_\_ SQ. FT.

**ATTACHED GARAGE/CARPORT:** \_\_\_\_\_ SQ. FT.

Describe (number of stories, type of construction, number of bedrooms, etc.) \_\_\_\_\_

**DETACHED ACCESSORY STRUCTURE** (Describe) \_\_\_\_\_

**EXISTING STRUCTURES ONLY**

**ADDITION:** \_\_\_\_\_ SQ. FT. (Describe) \_\_\_\_\_

**ALTERATIONS, REPAIRS, ETC.:** (Describe) \_\_\_\_\_

**PLANS AND SPECIFICATIONS**

Plans and specifications must be submitted to the Building & Neighborhood Services Division which show features of any building or addition, including floor plans; cross-section and component materials of foundation, wall and roof; and R-Value of the wall and ceiling envelope. All structures must comply with the 2003 ICC International Residential Code, the National Electrical Code, the State of Illinois Plumbing Codes and the Carbondale Residential Energy Conservation Code.

**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 minimum building permit fee charge is \$5.00 for improvements costing \$2,500 or less. A Zoning Certificate must be obtained for new buildings or additions.

ESTIMATED COST OF CONST. (including labor and all materials) \$ \_\_\_\_\_

BUILDING PERMIT FEE \$ \_\_\_\_\_

\_\_\_\_\_  
 Signature of Building & Neighborhood Services 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.

\_\_\_\_\_  
 Signature of Owner or Agent

\_\_\_\_\_  
 Printed Name / Relationship to Owner

C OF O CHECKLIST
BLDG PLAN
SETBACK
TEMP ELECT
FTNG
FOUND
FRAME
INSUL
SYS WIRE
MECH
PLMB
WALL APP
EXT SID
FINISH OUT
ELECT
MECH
PLMB FXT
SITE
TEMP
BOND
EXP
PCO