



**CITY OF GENEVA**  
**BUILDING DEPARTMENT**  
**109 JAMES STREET**  
**GENEVA, IL 60134**  
**630/262.0280**  
**pdf@geneva.il.us**

*For Office Use Only*

**PERMIT NUMBER** \_\_\_\_\_

**BIN NUMBER** \_\_\_\_\_

**APPLICATION FOR PERMIT**

**PROJECT ADDRESS** \_\_\_\_\_

**APPLICANT**

Check here if applicant is property owner

Name \_\_\_\_\_

Address \_\_\_\_\_  
City State Zip

Email \_\_\_\_\_ Phone \_\_\_\_\_

**PROPERTY OWNER**

Name \_\_\_\_\_

Address \_\_\_\_\_  
City State Zip

Email \_\_\_\_\_ Phone \_\_\_\_\_

**CONTRACTOR**

Name \_\_\_\_\_

Address \_\_\_\_\_  
City State Zip

Email \_\_\_\_\_ Phone \_\_\_\_\_

Roofing License \_\_\_\_\_ Plumbing License \_\_\_\_\_

**BUILDING TYPE**

- Residential
- Commercial
- Other

**TYPE OF WORK - GENERAL**

- Change of Tenant
- Remodel
- New construction
- Addition
- Demolition
- Other

**TYPE OF WORK - SPECIFIC (Check all that apply)**

- Driveway/Parking
- Sidewalk
- Basement/Attic
- Kitchen/Bath
- Replace Windows
- Roof/Siding
- Sign/Awning
- Irrigation System
- Fence
- Patio
- Shed
- Deck
- Electric
- Plumbing
- HVAC
- Other

**DESCRIPTION OF WORK**

*Applications will not be accepted without supporting documentation, attach additional sheets and submit plans/drawings, plat of survey, etc. as needed to illustrate proposed work*

**HISTORIC PRESERVATION**

Is subject property located in the Historic District or a Historic Landmark? Historic Preservation Commission review is required for exterior improvements.

Yes  No

**ZONING**

What zoning district is the property located in? \_\_\_\_\_

Is the use permitted at this location?  Yes  No

Is a variance needed?  Yes  No

**PROJECT COST**

What is the estimated project cost? \_\_\_\_\_

**I HEREBY CERTIFY THAT I AM THE OWNER OF RECORD OR THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD; THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AND TO SCHEDULE ALL NECESSARY INSPECTIONS AS AN AGENT, AND THAT I AGREE TO CONFORM TO ALL APPLICABLE CODES, LAWS, AND ORDINANCES OF THE CITY OF GENEVA.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

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**FEEES**

**ROUTING**

Building Permit Fee \_\_\_\_\_  
 Fire Department Fee \_\_\_\_\_  
 Plumbing Fee \_\_\_\_\_  
 Public Works Fee \_\_\_\_\_  
 Tree Preservation Fee \_\_\_\_\_

Engineering \_\_\_\_\_  
 Fire \_\_\_\_\_  
 Electric \_\_\_\_\_  
 City Engineer \_\_\_\_\_

Historic Preservation \_\_\_\_\_  
 Tree Preservation Review \_\_\_\_\_  
 Planning/Zoning \_\_\_\_\_  
 First Inspection Services \_\_\_\_\_

**TOTAL FEES** \_\_\_\_\_