Plan Review Application

Building & Property Standards Department

The Village of Oak Park
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Oak Park, Illinois 60302-4272
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PROJECT INFORMATION **Fields with Asterisks are Required**

Project Address *(Include all unit numbers as applicable)*

Property Identification Number (PIN)

Type of Structure(s) *(Check all that apply)*

☐ Single-Family ☐ Two-Family ☐ Townhouse ☐ Three-Family or More
☐ Detached Garage ☐ Commercial ☐ Mixed-Use ☐ Other_____ *Specify*

Type of Work *(Check one only)*

☐ New Construction ☐ Addition/New Living/New Work Space
☐ Remodel Existing Space ☐ Repair

General Description of Proposed Project

Does the project involve work in condominium units? ☐ Yes ☐ No STOP If Yes, a letter is required from the association acknowledging approval of proposed work.

Condominium Work

STOP A minimum of 2 complete and bound sets of plans, plus one additional for each Multi-Department Review checked YES below, must be submitted.

Does the project involve the installation or modification of a fire alarm system (except one- or two-family), fire sprinklers, fire suppression, or use and/or store hazardous materials? ☐ YES ☐ NO

Does the project involve work in a business involving food preparation or children's daycare? ☐ YES ☐ NO

Does the project involve an obstruction or opening of the public Right-of-Way? ☐ YES ☐ NO

Is the structure in a Historic District? ☐ YES ☐ NO

Does the project include any elevators, lifts, dumbwaiters, escalators, or moving walks? ☐ YES ☐ NO

Multi-Department Review

APPLICANT INFORMATION

Property Owner's Name

Property Owner's Address

Property Owner's Telephone 1

Property Owner's Telephone 2

Property Owner's Fax

Property Owner's Email

Designer's Name

Designer's Telephone 1

Designer's Telephone 2

Designer's Fax

Designer's Email

Applicant's Name

Applicant's Telephone 1

Applicant's Telephone 2

Applicant's Fax

Applicant's Email

STATEMENT OF UNDERSTANDING

I understand that this application for plan review is NOT an application for a building permit and does not authorize any work to begin, even once the plans are reviewed and approved, and that separate permit applications must be submitted, paid for, and permits issued before work can begin on an approved review. I further understand and agree that the plans submitted will be required to comply with the Zoning Ordinance and any other applicable ordinances and/or codes in force at the time of making the Building Permit Application. I also certify that I am authorized to represent the owner in making this application.

Applicant's Signature

Date

Office Use Only-- Case # PRV_____ | Date Received_____ | Fee $_____ | Entered By _____