Commercial Permit Application:
Remodeling, Occupancy or Tenant Build-out

Village of Shorewood Building Division
One Towne Center Blvd., Shorewood, IL 60404
Phone (815)553-2310 • Fax (815)744-6766

SUBMISSION CHECKLIST - Complete this application and attach the following (if applicable):

1) (3) sets Construction Plans – Prepared, signed and sealed by an Illinois Registered Architect.
2) Troy Fire Protection District Plan Review approval letter.
3) Will County Health Department Plan Review approval letter.
4) Plumber's Letter of Intent as required by Illinois State Plumbing Act 094-0132.
5) Plat of Survey – Site/exterior alterations require Architectural and Site Plan approval.
6) Business License and Registration Application (new business or business change).

Please allow a minimum of 10 business days for the first review and note that incomplete submissions will extend the review time. Applicant is responsible for payment of all permit fees, including consultant plan review and inspection fees. Municipal regulations are on our website www.vil.shorewood.il.us

SHOREWOOD BUSINESS NAME: _____

SHOREWOOD Business Owner: _____

SHOREWOOD Business Address: _____

SHOREWOOD Business Phone: _____ Other Business Phone: _____

Property Owner Name: _____ Property Owner Phone: _____

DETAILED DESCRIPTION OF WORK: **ESTIMATED COST: $** _____

_____

_____

CONTRACTORS:	**Company Name**	**Phone #**	**Shorewood License#**
General			
Carpentry			
Drywall			
Electric			
HVAC			
Plumbing			
Other/Attach List			

APPLICANT AND PRIMARY CONTACT:

Signature	Print Name and Title/Company	Date

Authorized Agent hereby certifies that the proposed work is authorized by the owner of record and he/she has been authorized by the owner to make this application as his/her authorized agent. **Please attach a copy of the signed contract authorizing the work.**