

Village of Durand

308 W. Main Street
Durand, IL 61024

Ph: 815/248-2606
Fax: 815/248-2032

PRELIMINARY CHECKLIST For Building Permit

Applicant Information

Name: _____

Address: _____

Phone: _____

E-mail: _____

Owner Information (if different)

Name: _____

Address: _____

Phone: _____

E-mail: _____

In order to obtain a county building permit, it is necessary to determine if any action is required by the Zoning Board.

Applicant must submit the following documents:

- Site plan of proposed construction.** Include existing buildings and new construction (with all dimensions) and their location on the site. Applicant must locate property pins and mark them. Indicate the distance from the property lines to all structures and proposed structures.
- Elevation plan.** Show a side view of new construction with height and slope indicated.
- Site plan should also include applicant's name, address, and directional sign (indicate North).
- \$25.00 Building permit application fee. Received Date: _____

Property Zoned: _____

Property Pin Number: _____

Signature of Zoning Administrator

Date