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415 11th Ave, Fulton, IL 61252
P: 815-589-2616 | F: 815-589-4421

BUILDING PERMIT APPLICATION

Allow a minimum of 4 business days for review and approval.

Application Type: ☐ Fence/Deck ☐ Sign ☐ Residential/Multi Family ☐ Garage/Shed/Carport

Applicant Name _____ Date _____

Phone Number _____ Zoning District _____

Location _____ Permit Number _____

Legal Description of Property _____ Value _____

Description/Purpose _____ Permit Fee _____

Contractor/Builder (name/address/phone) _____ (see page 4 for fees)

Fence Check all that apply:

- ☐ Residential Fence ☐ Non-Residential (Business or Industrial District)
- ☐ Rear Yard (Maximum height of 6 feet for residential) ☐ Corner Lot Fence
- ☐ Lot Line Fence (Owner required to maintain both sides of fence, finished side faces away from builder)

Swimming Pools/Pool Fences **Fence must be installed before pool is filled.**

- ☐ Fence mounted on pools (Minimum of 2 feet high with self-closing and self-latching gate)
- ☐ Fence around pools (Minimum of 6 feet high with lockable and self-latching gate)

Decks/Ramps ☐ Deck width _____ length _____ ☐ Ramp width _____ length _____

Residential/Multi Family ☐ Single Family Home ☐ Multi Family Home

☐ Conventional Construction ☐ Modular Construction ☐ Other Construction _____

Width _____ Length _____ Height _____

All tap on fees for new construction are due at the time of application.

Smoke detectors are to be hard wired and carbon monoxide detectors are required on every level.

Garage/Shed/Accessory Structures/Carports

Square Footage _____ (Not to exceed 960 square feet or total lot coverage of 40%)

Height _____ (Not to exceed 20 feet in height)(Carports not to exceed 15 feet in height)

Exterior Material _____

Authorized signatures required below prior to any construction.

Was construction started at the time of initial inspection? ☐ Yes ☐ No

Will construction cover water or sewer lines? ☐ Yes ☐ No

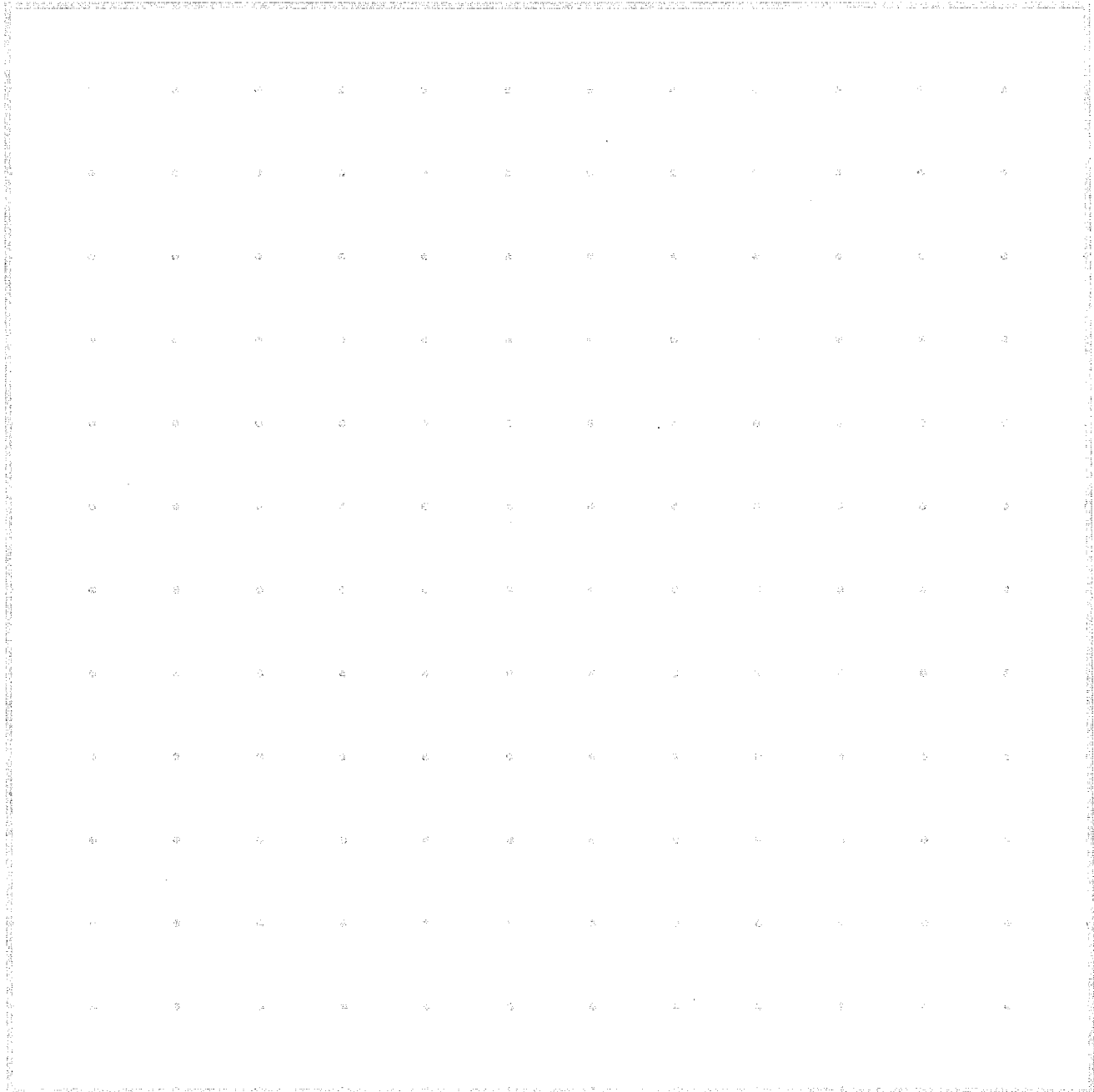
Initial Inspection _____ Date _____

Public Works Inspection _____ Date _____

Approval for Construction _____ Date _____

DRAWING "A"

The dimensions of the lot or tract of land, the exact location of all existing buildings and structures, distances to property or tract lines, water supply and sewage disposal system are shown on the drawing below. Existing buildings and structures are marked X. Proposed buildings and structures are marked P. Make all measurements carefully.



NOTICE TO APPLICANT: Location of buildings or structures must be staked out on property as shown above. This will be checked before permit is issued. Construction must not be started until permit is issued. No changes in location as shown above may be made without first contacting the Fulton Zoning Department at City Hall.

PERMIT APPLICATION

Please circle one.

Yes	No	N/A	1. Are you the owner of this property?
Yes	No	N/A	2. Have you included your legal description?
Yes	No	N/A	3. Have you shown your lot dimensions?
Yes	No	N/A	4. Does your application include a parking plan?
Yes	No	N/A	5. Is your property properly zoned?
Yes	No	N/A	6. Have you included all existing and requested building dimensions?
Yes	No	N/A	7. Does this construction comply with front, side, and rear yard setbacks?
Yes	No	N/A	8. Is your proposed construction staked out?
Yes	No	N/A	9. Are the property line markers clearly visible?

NOTE: A CERTIFIED SURVEY OF YOUR PROPERTY MAY BE REQUIRED BEFORE ISSUANCE OF A PERMIT.

I hereby certify that the buildings and use of the land complies with all of the provisions of the Zoning Ordinance of the City of Fulton, Illinois and that I will hold harmless the City of Fulton, Illinois from any present or future property line disputes which may result from this zoning action.

I further hereby acknowledge that I have been informed by the City of Fulton that it is my responsibility to determine the exact location of my property line(s) and that the issuance of a building permit is in no way agreeing with or validating my determination of property lines.

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 authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Occupant Signature _____ Date _____

Property Owner Signature _____ Date _____

“CHECK BEFORE YOU DIG”

Call for locations - JULIE of Illinois - 1.800.892.0123

When do you need a building permit?

Building permits are required for all new construction and for remodeling work which changes the size, area, outline, location on lot, height of a structure, yard requirements or use/occupancy of any building. No building permit is required for usual maintenance or repairs, including roofing and siding (Chapter 155.058 through 155.207, Fulton Zoning Ordinance No. 855).

When applying for a building permit, you will need:

- A sketch of the proposed improvement

Show the location, dimensions and distances from the property lines and from any existing buildings on your property.

- A legal description of the property

A legal description will be needed if the project involves a new house or addition, fence, swimming pools, accessory building, decks, shed, porch, ramp, sign, new commercial building, or new industrial building. This information may be found on the deed or tax papers from Whiteside County.

- Payment of building permit fees

These fees are based on the value of the project (See Fee Schedule on page 1).

- Locate all underground utilities

Call JULIE at 1-800-892-0123 for assistance.

- Mark your property

Stake or mark out the location and size of the project. This will help the Zoning Officer during the pre-construction inspection of the proposed project

General Information on Building Permits

- Construction must be started in 90 days and be completed within 1 year.
- When the project is complete, please call City Hall at 589-2616 for a final inspection.
- No storm water shall be purposely directed onto a neighboring property. Storm water conducted from roofs or other impervious areas shall be dispersed entirely upon the grounds of the owner.
- The property owner is responsible for locating all property lines and is responsible for any errors in calculating lot lines.
- Accessory buildings used as private garages shall not house more than three (3) vehicles.
- No accessory building shall exceed 20' in height.
- No carport should exceed 15' in height.
- No accessory building shall exceed 960 sq. ft. in total size.
- **All structures will require additional inspection prior to pouring concrete to assure proper location and setbacks.**
Commercial/industrial projects must be in compliance with the requirements of ADA.

When in doubt, call City Hall! 815-589-2616

Fee Schedule **If construction has commenced prior to the date of the Building Permit, the below fees shall be doubled.**

Fence/Deck	\$35	\$0-\$18,000	\$45
Sign	\$45	\$18,001-\$500,000	0.25% of total project cost
Variance/Zoning or Special Use Appeals	\$140	\$500,001 and above	\$1250 for 1st \$500,000 plus \$2 per 1000 after