

Inspection Request & Occupancy Permit Application

Village of Heyworth

108 S. Buchanan Street
P.O. Box 439
Heyworth, IL 61745-0439
P: (309) 473-2811
F: (309) 473-2291



Site Address:		Application Date:	
Unit Number or Suite:		Date Request Final Inspection:	
	Name	Address	Phone No.
Applicant:			

- OCCUPANCY PERMIT FEES DUE WHEN APPLICATION IS SUBMITTED

Type of Occupancy Permit being applied for: (Complete Requirements for Each on Back of Form)			
CERTIFICATE OF OCCUPANCY		<input type="checkbox"/>	
INDIVIDUAL OCCUPANCY PERMIT		<input type="checkbox"/>	
TEMPORARY OCCUPANCY PERMIT		<input type="checkbox"/>	
Type of construction to be occupied:			
NEW	<input type="checkbox"/>	RECONSTRUCTED/REPAIRED	<input type="checkbox"/>
		REMODELED	<input type="checkbox"/>
Description of Structure or Units to be Granted Occupancy: (e.g., Single Family Residence, Office Suite 101, Apartment Building Units 6-8, etc.)			
Randolph Township Fire Protection District Fire and Life Safety Inspection:			
NOT APPLICABLE	<input type="checkbox"/>	SCHEDULED	<input type="checkbox"/>
COMPLETED	<input type="checkbox"/>	DATE:	_____

For Office Use Only
Date Received:
Occupancy Permit Fee: \$50.00
Permit Issued:

Check off each of the requirements for the appropriate occupancy permit. In so doing the Owner/ Applicant attests that they have satisfied these requirements in accordance with Village standards.

	Certificate of Occupancy	Individual Occupancy Permit	Temporary Occupancy Permit
The Structure or Dwelling Unit has been erected or structurally altered in conformance with Village standards and other applicable building, fire, life safety and health codes and ordinances.	<input type="checkbox"/>	<input type="checkbox"/>	
The Structure or Dwelling Unit has been erected or structurally altered in conformance with the Building Permit issued for this structure.	<input type="checkbox"/>	<input type="checkbox"/>	
The Structure has been substantially erected or altered in conformance with Village standards and other applicable building, fire, life safety and health codes and ordinances.			<input type="checkbox"/>
The Structure or Dwelling Unit has been substantially erected or structurally altered in conformance with the Building Permit issued for this structure.			<input type="checkbox"/>
The Lot on which the structure occupies has been approved, filed and recorded in accordance with Village standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The structure is appropriately connected to the Village's potable water distribution system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The structure is appropriately connected to the Village's sanitary sewer system or an approved septic system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
An appropriate road surface allowing for ingress and egress to the property has been established in accordance with Village standards.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Final grading has been completed in accordance with the approved construction documents for the subdivision	<input type="checkbox"/>		
Lot areas, including areas between sidewalks and curbs, have been stabilized by seeding, mulching and landscaping.	<input type="checkbox"/>		
Work on those portions of the structure not being occupied has advanced to the degree that individuals occupying the remaining portions will not be endangered by construction in progress and the building areas to be occupied are deemed safe and secure.		<input type="checkbox"/>	