

# COUNTY OF KANE

**DEVELOPMENT DEPARTMENT**  
 Building and Community Services Division  
 Mark D. VanKerkhoff, AIA, Director



**County Government Center**  
 719 Batavia Avenue  
 Geneva, Illinois 60134  
 Phone: (630) 232-3485  
 Fax: (630) 232-3411  
 Website: [www.co.kane.il.us](http://www.co.kane.il.us)

## VILLAGE APPROVAL OF BUILDING PERMIT APPLICATION

The Kane County Building Division provides building permit plan review and inspection services for the **Villages of Big Rock, Kaneville and Virgil** under an intergovernmental agreement approved by the County and the Villages. The agreement states that the Villages will review and sign the original application form before the application and other submittals will be accepted by the Kane County Building Division. In order to facilitate and confirm that the Village has reviewed and approved the application prior to the permit being issued, this form may be used in addition to or in place of the Village's signature on the application form.

**Parcel Number:** \_\_\_\_\_ **Village of :** \_\_\_\_\_ **Building Permit:** \_\_\_\_\_

**Building Permit Address:** \_\_\_\_\_  
 (Required for existing structures and for new addresses assigned by the Village)

**Owner's Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_

**Contractor:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_

**Proposed Construction or Use:** \_\_\_\_\_  
**Estimated Cost of Construction:** \_\_\_\_\_

### Village Review

| Approval Item     | Approved | Not- Approved | Not Applicable | Date Reviewed | Reviewed by |
|-------------------|----------|---------------|----------------|---------------|-------------|
| Land Use          |          |               |                |               |             |
| Setbacks          |          |               |                |               |             |
| Access            |          |               |                |               |             |
| Parking           |          |               |                |               |             |
| Lighting          |          |               |                |               |             |
| Landscaping       |          |               |                |               |             |
| Final Plat        |          |               |                |               |             |
| Village Fees Paid |          |               |                |               |             |
| Villages Licenses |          |               |                |               |             |

**Required Signature:** \_\_\_\_\_  
 Authorized Village Official \_\_\_\_\_ Date \_\_\_\_\_

Printed name \_\_\_\_\_ Title \_\_\_\_\_

### FOR OFFICE USE ONLY

Received by: \_\_\_\_\_ Date: \_\_\_\_\_ Via: \_\_\_\_\_ Entered on KPASS \_\_\_\_\_