

Preliminary Project Application

Project Information

Project Address:

Project Type or Description:

Value of work:

Square footage of remodeling, addition or new construction:

Specify Review Request including specific questions (check all that apply):

Zoning Construction Codes Full Review

Specific

Question(s) _____

Applicant / Contact Person Information (This person will be contacted for all issues related to inquiry)

Name:

Relationship to Job (please circle one): Proposed Purchaser, Homeowner, Architect, Contractor, Other
(please explain):

Address:

Email:

Day Phone:

Fax:

Cell:

Property Owner Information (if different than Applicant)

Name:

Address:

Email:

Day Phone:

Fax:

Cell:

Disclosure

The information submitted in this Application may be used by the Village of Glenview and/or any of its contractors or consultants. You certify that you are the owner of record of the named property, or that the proposed work has been authorized by the owner of record and that you have been authorized by the owner to make this application as his/her authorized agent. You agree to conform to all applicable laws, statutes, ordinances, and codes of this jurisdiction, including those adopted by reference. If the Village issues a permit for the work described in this Application, you certify that the Village's Code Enforcement Official or the Code Enforcement Official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the laws, statutes, ordinances, and codes applicable to such permit.

Signature of Applicant:

Signature of Property Owner:

For Office Use Only:

Review Hours:

Date Contacted:

Person Contacted:

Form of Contact:

Completed Date:

Reviewer:

Zoning District:	Corner Lot: Yes or No	Lot Width: Non-Conforming?
Req'd Front Setback: Proposed Front Setback:	Req'd Side Setbacks (each): Proposed Side Setbacks:	Req'd Rear Setback: Proposed Rear Setbacks:
Lot Area: Adjusted MBS Lot Area:	Maximum Impervious:	Maximum Building Size:
Variances:		
Miscellaneous Other Proposed Work:		

Project Notes:

PRELIMINARY PROJECT APPLICATION SUBMITTAL CHECKLIST

Submittals shall include the following:

1. One (1) current plat of survey showing all existing site improvements (buildings, structures, paving)
2. One (1) plot plan showing the proposed site work with dimensions and dimensioned to the property lines.
3. Completed Preliminary Project Application with the specific zoning related review requests.

CHARACTERISTICS OF THE REVIEW

1. The review will include a zoning analysis of the items that have been specifically requested on the application. A Building Code Analysis will not be provided prior to formal permit submission.
2. The Zoning Review could include analysis for aspects such as the following:
 - a. Maximum house size for a teardown property
 - b. Maximum height
 - c. Minimum setbacks
 - d. Maximum impervious lot size
 - e. Maximum building size
 - f. Garage quantity

FEE FOR REVIEW:

1. Full Review – Double the applicable plan review fee.
2. The fee for this review is \$35.00 per ½ hour billed in half hour increments prior to the pickup of the requested review.