



VILLAGE OF ARLINGTON HEIGHTS
DEPARTMENT OF BUILDING & HEALTH SERVICES
33 S. Arlington Heights Rd.
Arlington Heights, IL 60005
Phone (847) 368-5560
Fax (847) 368-5975



CORRECTION REPORT PROCEDURES



- ★ Please notify the Village of your intentions. If you intend to proceed, please submit revisions to the Department of Building & Health Services. For residential projects provide three (3) copies of the revisions or applications, and for commercial projects provide four (4) copies of the revisions or applications.
- ★ In order to facilitate a quick response for future reviews, it is requested that any re-submittal consist of corrected and clouded construction documents, as well as an item-by-item cover letter with the Architect's seal and expiration date, indicating the location and disposition of subject items.
- ★ Revisions may take an additional 10 working days to process for residential projects and an additional 15 working days for commercial projects.
- ★ If you do not intend to proceed with this project, please submit a letter to the Department of Building & Health Services withdrawing the permit.