



VILLAGE OF ARLINGTON HEIGHTS
DEPARTMENT OF BUILDING & HEALTH SERVICES
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Arlington Heights, IL 60005
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EXPIRED PERMITS/ FINAL INSPECTION PROCEDURE

Building Permits are valid for one year from the date of issuance. Permits, under which no substantial work has commenced within six months of issuance, or extension's as validated by inspections conducted after inspection request, shall expire by limitation and a new permit shall be secured.

Projects that have been constructed and have not scheduled the required inspection, as verified by the Building Department Inspection history report, will be required to submit an As-Built drawing or revised drawing containing the scope of work to be completed, along with updated permit applications.

The following permit applications are required for the completion of existing projects and for scheduling of final inspections for Certificate of Occupancies:

- Building Permit application.
- Electrical Permit application and copy of electrical license (if applicable).
- Plumbing Permit application, copy of plumber's state 055 License, and Letter of Intent (if applicable).
- Subcontractor's list.
- Architect's letter of compliance.

The following permit fees may apply to complete existing projects. The actual permit fees may be higher based on the scope of work to complete the project. The determining factor will be based on the inspection history report.

- Plan Review Fee -\$11.00 per value of work to be completed.
- Electrical - \$55.00.
- Plumbing - \$65.00.
- Engineering - \$50.00.
- Certificate of Occupancy - \$60.00 single family, \$120.00 Commercial and Multi-Family.

Once the application and permit are approved and the fees are paid, you may proceed with completing the work and schedule a final inspection for Certificate of Occupancy.