



**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  
Website: www.vah.com

## LAWN SPRINKLERS

### PERMIT SUBMITTAL REQUIREMENTS

#### ALL APPLICATIONS REQUIRE THE FOLLOWING ITEMS:

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- [APPLICATION FOR BUILDING PERMIT](#)
- [APPLICATION FOR PLUMBING PERMIT](#) (Copy of license with 055 # and letter of intent)
- [GUARANTY DEPOSIT BOND](#) – *NOTE: Re-inspection fee(s) will be deducted from this bond (as applicable). The re-inspection fee(s) shall be the responsibility of the contractor.*
- [CONTRACTOR'S LICENSE APPLICATION](#) (All contractors, excluding plumber, are required to be licensed in the Village of Arlington Heights prior to release of permit)
- 3 COLLATED SETS CONTAINING THE FOLLOWING INFORMATION:
  - PLAT OF SURVEY SHOWING LOCATION OF SPRINKLER HEADS AND RPZ VALVE
  - [LAWN SPRINKLER ACKNOWLEDGEMENT](#)
  - [HOMEOWNER AS GENERAL CONTRACTOR](#) (If applicable)
- A FEE OF \$65 IS DUE AT TIME OF SUBMITTAL

THIS IS A NON-REFUNDABLE FEE: THE FEE WILL BE RETAINED BY THE VILLAGE FOR SERVICES RENDERED.

**ONLY FULLY COMPLETED PERMIT SUBMITTALS CAN BE ACCEPTED FOR  
REVIEW AND APPROVAL**

### **PERMIT SUBMITTAL INFORMATION**

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- ★ All applications, including revisions, must be submitted to the Department of Building & Health Services.
- ★ Allow 10 working days for review time.
- ★ A \$200 refundable bond will be due at time of pick up.

### **PERMIT REVISION INFORMATION**

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- ★ If there is a rejection by any reviewing department, a correction report will be mailed/faxed to the permit applicant after the plan has been reviewed by all reviewing departments.
- ★ Revisions may take an additional 10 working days to process.
- ★ If the plumber on the project is changed, a new permit application is required with a copy of the new plumber's license. A letter from the general contractor documenting the change to the new electrician is also required.
- ★ If the general contractor and/or any subcontractors change, a letter from the permit applicant documenting the replacement general contractor and/or any subcontractors is required. The Village of Arlington Heights requires that contractors working within the Village obtain a contractor's license and/or present proof of registration to work in the Village in accordance with the Arlington Heights Municipal Code.