



**VILLAGE OF ARLINGTON HEIGHTS**  
DEPARTMENT OF BUILDING & HEALTH SERVICES  
33 S. Arlington Heights Rd.  
Arlington Heights, IL 60005  
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Website: [www.vah.com](http://www.vah.com)

## RESIDENTIAL SAME DAY PERMITS

In order to provide quicker turnaround time for residential construction projects, the Village now offers over the counter and same day permit reviews. The goal is to review permit documents the same day the application is received. The process will require a plan review, and discussion of possible required changes to the submittal. Plan corrections must be made by the designer/architect/property owner to the plans in the Building Services Office as required. The permits will be divided into two groups, over the counter reviews and same day permit reviews.

### Over the Counter Reviews

Over the counter reviews will be available five days a week between 8:00a.m. - 4:30p.m.  
No appointment is necessary.

### Same Day Plan Reviews

Same day plan reviews will be available Tuesdays and Thursdays between the hours of 9a.m.-11:30a.m. and 1:00p.m.-4:00p.m. **by appointment only with minimum 24 hour notice.**

To schedule an appointment contact Deb Pierce at 847-368-5592.

## ELIGIBLE PROJECTS

### Over the Counter Reviews

Air Conditioner	Reroof
Basketball Pole	Sewer Repair/Clean Out
Electrical - 100 amp service	Water Heater Replacement
Electrical - 200 amp service	Window Replacement
Furnace	
Foundation Repair w/structural seal	

### Same Day Plan Reviews

Basement Remodel	Generator
Bathroom Remodel	Interior Alteration
Chimney	Kitchen Remodel
Deck	Stoop
Demolition - Garage	
Fireplace	
Garage Floor	

Please refer to the Village Website, <http://www.vah.com/departments/building/> for checklists and handouts. The permit submittal must contain all items on the checklist in order to be reviewed and approved. Plan Review times as stated on checklists do not apply to same day review.

**Residential Same Day Permit Statement of Compliance must be completed, signed and submitted along with the completed permit application.**

## INELIGIBLE PROJECTS

- ◆ Construction projects that increase the foot print of the structure.
- ◆ Construction that requires the removal or alteration of any load bearing wall.

