

SINGLE FAMILY DWELLING PERMIT REQUIREMENTS

Before beginning construction on any structure, a building permit is required per Section §154.05.3 of the Woodford County Zoning Ordinance.

The following information is required to obtain a building permit for any dwelling located outside any corporate/village limits in Woodford County:

- 1. New 9-1-1 Address:**
Any parcel of land that has not been assigned a 9-1-1 address will be required to obtain an application from the Woodford County Zoning office. The 9-1-1 address application fee is **\$55.00** and must be paid in full before the address will be assigned. This fee includes the applicant's 9-1-1 sign w/numbers, post and bracket.
- 2. Entrance/Culvert Permit:**
Must be obtained and approved by the appropriate road commissioner. The Zoning Department does not approve entrances and must have this information prior to issuing a new 9-1-1 address.
- 3. Septic System Permit:**
An approved Septic System Permit must be obtained from the Woodford County Health Department. Please schedule an appointment by calling 309-467-3064.
- 4. Closed Loop Well Permit : (does not include horizontal or body of water loop system)**
Beginning December 1, 2014, an approved Closed Loop Well Permit must be obtained from the Woodford County Health Department. Please schedule an appointment by calling 309-467-3064.
- 5. General Erosion Control Permit Application:**
An approved Soil & Erosion Control Permit must be obtained before a zoning permit will be issued for any dwelling and /or any project that disturbs more than 5,000 square feet of area. The fee for this permit is **\$200.00** and can be obtained at the Woodford County Soil & Water Conservation District at 937 W. Center Street, Eureka, IL. Please schedule an appointment with Diane Freeman by calling 309- 304-3010 This fee will be paid at the same time in the Zoning Department as the Zoning Permit fee (see #11.)
- 6. Set of house /floor plans:**
Minimum of 800 square feet of living area required per Zoning Ordinance. Plans should include height, exterior and interior room dimensions.
- 7. Elevation Drawing:**
A drawing that shows the exterior view of structure.
- 8. Recorded Plat & Legal Description:**
Lot number required for subdivisions.
- 9. Detailed Site Plan:**
A Plan showing placement of all existing and proposed buildings on a parcel and their measurement from lot lines.
10. Inspection Certificate signed by contractor/plumber/ or electrical engineer.
- 11. Other information as may be necessary.**
- 12. The Zoning Permit fee is \$250.00 per dwelling.**

13. ALL STRUCTURES ARE REQUIRED TO MEET LOCAL, STATE AND FEDERAL BUILDING REQUIREMENTS.