



## **VILLAGE OF BOURBONNAIS**

**BUILDING DEPARTMENT**  
700 Main N.W.  
Bourbonnais, IL 60914-2398  
815-937-3575 • FAX 815-937-5606

### **DECKS**

#### **General Permit Procedures:**

1. Obtain a plat of survey; this should be in your home papers. If not you will need to contact an engineer to have a plat of survey done for your property.
2. The plat will show you where your property stakes should be located. You must locate these on your property. If you can find one property stake, with a tape measure you can locate the other stakes.
3. **Call J.U.L.I.E at 1-800-892-0123 for location of all utilities.**
4. Submit to the Building Department the following:
  - Completed application
  - A sketch showing location of proposed structure from:
    - a) lot lines
    - b) other structures
    - c) underground and above ground utilities
  - Plat of survey
  - Construction plans
5. After approval of plans you will be notified to pick up your permit, pay fees and then start on your project.

All construction shall follow the Village of Bourbonnais Building Codes. **Building permits will only be issued after a plat of survey and a detailed drawing have been reviewed and approved by the Building Commissioner or Building Inspector.**

If we can be of any assistance to you during your construction project, please feel free to contact the Building Department. Our hours are Monday through Friday 7:00am – 4:00pm.

