

# VILLAGE OF WAYNE

5 N 430 RAILROAD STREET  
PO Box 532  
WAYNE, IL 60184

BUILDING & ZONING DEPARTMENT  
[bldg.zoning@villageofwayne.org](mailto:bldg.zoning@villageofwayne.org)  
PHONE: (630) 584-7760  
FAX (630) 584-0259

VILLAGE HALL HOURS  
MONDAY -THURSDAY  
8:00 AM - 12:00 NOON

## ADDITIONS

### Permit Requirements

1. Completed application form.
2. Application Fee: \$200.00  
Please note that the total permit fee may exceed the application fee.  
The balance will be due at the time the permit is issued. A fee schedule is available upon request.
3. Plat of Survey.
4. Four (4) Sets of grading plans - each stamped and signed (**original stamp and signature**) by registered professional engineer, if necessary.
5. Four (4) Sets of architectural prints - each stamped and signed (**original stamp and signature**) by an Illinois Architect.
6. Two (2) Landscape Plans, if necessary.
7. Electric: Contractor License (copy);  
Certificate of Liability Insurance; and  
Electrical Circuit Panel Schedule with load calculations
8. Plumbing: Illinois Plumbing Contractor 055 License (copy);  
Certificate of Liability Insurance; and  
Water Supply and Sanitary Piping Riser Diagrams (indicate all pipe type/size)  
Letter of Intent, notarized or has company seal
9. HVAC: Contractor License (copy of a license issued in another community); and  
Certificate of Liability Insurance; and  
Heating Affidavit of Compliance; and  
HVAC Ductwork Layout (indicate all duct type/size)
10. Roofing: Illinois Roofing Contractor License (copy); and  
Certificate of Liability Insurance
11. Light and Vent Schedule (for each room/space)
12. Copy of RES-Check Compliance Certificate ( [www.energycodes.gov](http://www.energycodes.gov) )
13. Health Department approval. Contact appropriate county for current requirements:  
DuPage County Health Department: 630-682-7400  
(request an Environmental Health Specialist)  
<http://www.dupagehealth.org>  
Kane County Health Department: 630-208-3801 or 847-888-6450  
<http://www.kanehealth.com>
14. Homeowners Association approval, if applicable.
15. Historic Sites Commission approval, if applicable.
16. Road Bond: \$5,000 refundable deposit.