

# 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

## SINGLE FAMILY HOME

### Minimum Permit Requirements:

1. Completed application form.
2. Application Fee: \$750.00.  
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. Two (2) Plats of Survey – each stamped and signed (**original stamp and signature**) by Illinois Licensed Surveyor. Survey to include proposed building with dimensioned setbacks.
4. Four (4) sets of Grading Plans - each stamped and signed (**original stamp and signature**) by an Illinois Licensed Professional Engineer.
5. Four (4) sets of complete Architectural Plans - each stamped and signed (**original stamp and signature**) by an Illinois Licensed Architect (include building area per floor).
6. Two (2) Landscape Plans, include detailed legend indicating existing and proposed trees
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;  
Letter of Intent, notarized or has company seal; and  
Water Supply and Sanitary Piping Riser Diagrams (indicate all pipe type/size)
9. HVAC: Contractor License (copy of a license issued by another community);  
Certificate of Liability Insurance;  
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 **2015 Version** ([www.energycodes.gov](http://www.energycodes.gov))
13. Health Department approval. Contact appropriate county for current requirements:  
DuPage County Health Department, 630-682-7400: <http://www.dupagehealth.org>  
Please be sure and attach a copy of your plat of survey and proposed project  
Kane County Health Department, 847-888-6450:  
<http://kanehealth.com>
14. DuPage or Kane County Transportation Impact Fee Receipt
15. Homeowners Association approval, if applicable
16. Historic Sites Commission approval, if applicable
17. Cash Bonds: Road, Culvert and Landscape, as applicable.