

Registration Form
Concrete Stoop Replacement

This registration form should be used only for in-kind concrete stoop replacement. No permit will be required for the replacement of the stoop. In all cases, the requirements listed on page 2 will apply. This process is designed to maximize customer convenience. However, the customer always has the right to seek a permit and a follow-up inspection. Lake County reserves the right to inspect any construction performed whether permitted or registered.

You may apply for registrations online through at the website: WWW.LAKECOUNTYIL.GOV/3912/PERMIT Registrations can also be applied for in person at the Central Permit Facility. A non-refundable registration fee is required and can be made with cash, check or credit card. The fee schedule can be found at lakecountyil.gov/3678/fee-schedule.

Upon submission and review of the registration form and payment of the fee, the project will be registered. Construction cannot begin until you receive confirmation from this office that your registration is complete.

(Please complete the information below and sign)

PIN: _____ **Address of Property:** _____

Owner Address (if different from above): _____

Owner Name: _____ **Owner Phone Number:** _____

Owner Fax Number: _____ **Email:** _____

Stoop Replacement Location: _____

Stoop Size: _____ **Cost of Project:** _____

I/WE hereby acknowledge having read and understood the requirements specified below. I/WE hereby agree to comply with these requirements, and understand that failure to comply may result in an enforcement action by the County. This acknowledgement is binding on MY/OUR successors and assigns.

Owner/Authorized Agent Name (PRINT): _____

Owner/Authorized Agent Signature (SIGN): _____ **Date:** _____

OFFICE USE ONLY:

- Floodplain Floodway Wetland 30' from Water's Edge
 Drainage Easement Utility Easement

Application #: _____ **Completed By:** _____ **Date:** _____

Paid By: Cash Check #: _____ Credit Card #: _____

Comments: _____

REQUIREMENTS

- CONDITIONS** Project must be an in-kind replacement of an existing concrete stoop only
- Stoop must have a maximum size of 16 square feet
- The distance between the finished grade and top of stoop must be less than 30 inches
- Any existing stairs need to remain in their current location

A PERMIT SHALL BE REQUIRED IF PROPERTY HAS A RED TAG