

CITY OF ELMHURST



209 North York Street
Elmhurst, IL 60126
630-530-3030
www.elmhurst.org
630-530-3127 Fax

City of Elmhurst Obtaining a Lawn Sprinkler Permit

ALL DOCUMENTS NEED TO BE SUBMITTED BY:

- **Creating an account on our Elmhurst Service Connect Portal**
- **Applying for the permit under Permits & Forms and clicking on the link to our Elmhurst City Service Portal**
- **Permits need to be applied for & submitted online**

Private Property

- Fill out application
- Submit Plat of Survey
- Submit drawing showing the sprinkler heads and where the RPZ is located

Permit fees = \$116.00

Private Property and Parkway

- Fill out Building Department application **COMPLETELY**.
- Submit **original**, notarized covenant with all proper legal descriptions filled out:
 - Complete property address
 - Legal PIN number
 - Legal description
- Submit copy of the Plat of Survey. The legal description must be legible.
- Submit drawings showing the sprinkler heads and where the RPZ is located.
- Submit one (1) **re-typed** legal description in 12 font size on 8-1/2" x 11" paper.
(The County no longer accepts the legal description off the plat of survey. Must be re-typed)

Permit fees = \$157.00 Building Permit- Made out to **City of Elmhurst**

-- plus --

\$67.00 Check made out to: **City of Elmhurst**

(We need 2 (two) separate checks)

*****PLUMBING CONTRACTOR MUST SUBMIT A LETTER OF INTENT FOR EVERY JOB*****