



Village of Midlothian Building Department

14801 S. Pulaski Road, Midlothian, IL 60445
P: (708) 385-8642 F: (708) 389-0255

buildingdepartment@villageofmidlothian.org

MECHANICAL-ELECTRICAL-HVAC PERMITS

ELECTRICAL PERMIT REQUIREMENTS:

- Submit a completed permit application. Missing information may delay permit approval.
- Provide details/drawings of work being performed and state materials being used.
- Provide electric panel size (amperage and positions).
 - Provide square footage of home for residential panel replacement.
- Two inspections are required.
 - Rough electric inspection
 - Final electric inspection

HVAC PERMIT REQUIREMENTS:

- Submit a completed permit application. Missing information may delay permit approval.
- Provide details of work being performed and material being used (specification sheets).
- If relocating any equipment, ductwork, etc., provide drawings showing the new locations.
- Two inspections are required.
 - Rough HVAC inspection
 - Final HVAC inspection

PLUMBING PERMIT REQUIREMENTS:

- Submit a completed permit application. Missing information may delay permit approval.
- Plumber shall provide letter of intent.
- Plumber shall provide detailed scope of work along with drawings, materials being used, etc...
- Minimum two (2) inspections are required.
 - Rough plumbing inspection
 - Final plumbing inspection
 - Additional inspections may be required (underground, pressure test, etc.)

INSPECTIONS:

- The owner, applicant or contractor is required to call the Building Department a minimum of 24 hours (one business day) in advance for the following inspections. Inspections are only performed M-F during regular working hours.
- **All inspections shall be completed before the permit expiration date.**

It is understood that approval of plans submitted to the Building Department for review is a conditional approval only and construction shall be subject to compliance with Village of Midlothian Ordinances.

It is further understood that, in the event of conflict between the approved plans and provisions of the ordinances, the ordinance shall be the final authority.

Signature: _____ **Date:** _____

Print: _____