CITY OF CHICAGO - DEPARTMENT OF BUILDINGS

Report on “Ongoing Inspection and Repair Program” for Exterior Walls and Enclosures

1. Name and Address of Building _________________________________________
   Contact Person on Site ___________________________ Phone_________________
   Email address:  ________________________________________________________

2. Principal Occupancy of Building: _____________________________________

3. Name and Address Owner / Agent: _____________________________________
   Contact Person _____________________ Phone ( ) ___________________________
   Email address:  ________________________________________________________

4. Description of Building and Exterior Walls: (Check all that apply.)
   a. No. of Stories ________________
   b. Height: _____________________
   c. Plan Dimen.: _________________
   d. Year Constructed: _____________
   e. Category: ____________________
   f. Composition of Exterior
      □ Brick □ Terra-Cotta
      □ Stone □ Concrete
      □ Conc. Blk. □ Stucco
      □ Glass □ Windows
      □ Metal □ Soffit
      □ Cornice ________

5. The following was performed in the past year by the Owner-Agent and Professional:
   □ Inspection from Afar
   □ Repair Design
   □ Observed Repair Work
   □ Close-Up inspection
   □ Prepared Repair Document
   □ Report Preparation

6. Have you reviewed previous ordinance Reports or other reports on file for this
   Building? □ YES □ No
   Dates of prior Reports _______, _______, _______

7. Please check one of the following summarizing the condition of the façade. Use the
   back of this sheet (or attach separate report) to briefly describe the nature and extent of
   inspections, repairs, maintenance or corrective actions taken during the reporting period,
   and recommended to be performed within the next reporting cycle.
   [Refer to Rules and Regulations for Exterior Wall Maintenance for definitions and
   additional reporting requirements.]
   □ SAFE CONDITION
   □ SAFE WITH REPAIR AND MAINTENANCE PROGRAM
   □ UNSAFE AND IMMINENTLY HAZARDOUS

   The Department of Buildings
   must be notified by phone at (312)-743-7200 and by mail at Department of Buildings
   2045 W. Washington, Chicago IL 60612.
   Name of Building Department Employee Contacted: ______________________________ Date Contacted: ______________________
   Protective Canopies Recommended: □ YES □ NO

8. Licensed Professional:
   Name: _________________________________
   Firm: __________________________________
   Address: _______________________________
   Phone: _________________________________
   Email: _________________________________
   Date: ______________ Seal Lic. Exp. ____________
   Signature of Professional: ________________________________