Please provide the applicable documentation from the following list as required by the Department of Buildings Green Permit Program. Required forms and more information can be found at our website www.cityofchicago.org/buildings

**GENERAL REQUIREMENTS**

- **Building Permit**
  - Provide a completed *Building Permit Application* using black ink only. Correction fluid/tape is not allowed. The project address and the complete description of work stated on the application must agree with the address and the scope of work as detailed in the accompanying plans. Pay close attention to include the following items:
    - **Contractor Information:** The contact information and license numbers of the general contractor and all applicable subcontractors must be listed on page five of the *Building Permit Application*. Please provide as much of this information as possible for the permit submittal meeting. This information must be provided before the permit will be issued. The General Contractor must sign page six (6) of the *Building Permit Application*.
    - **Building Owner Information:** The legal owner or the tenant responsible for the project must sign page six (6) of the *Building Permit Application*.
    - **Architect or Structural Engineer of Record Information:** The [Illinois licensed](https://www.cityofchicago.org/buildings/architects) architect or structural engineer of record must sign and wet ink stamp page six (6) of the *Building Permit Application*. This must be done prior to the submittal appointment.
    - **PIN:** The Property Identification Number for each parcel of land associated with the scope of work must be indicated on the *Building Permit Application*.

- **Electrical Permit**
  - An *Electrical Permit Application* form must be completely filled out and submitted in order to show the scope of all electrical work at the DOB permit submittal meeting. DOB no longer requires that a licensed electrical contractor sign the application at the time of permit submittal. However, the *Electrical Permit Application* must be signed by a licensed electrical contractor before the permit is issued.

**PERMIT DRAWINGS AND CALCULATIONS**

- **Structural Calculations**
  - Must be signed and sealed by an Illinois licensed Architect or Structural Engineer

- **Wind Turbine Cut Sheets**
  - Manufacturer Wind Turbine cut sheets

- **Plans**
  - Provide 3 complete sets of permit drawings that are signed and wet-ink stamped by the [Illinois licensed](https://www.cityofchicago.org/buildings/architects) architect or structural engineer of record. Scale shall be min. 1/8”=1'-0”

- **Stamping of Plans**
  - The [Illinois licensed](https://www.cityofchicago.org/buildings/architects) architect or structural engineer of record must wet ink stamp and sign the cover sheet of the submitted plans. All other sheets shall be wet ink stamped and signed by the [Illinois licensed](https://www.cityofchicago.org/buildings/architects) design professional that is responsible for the preparation of each sheet.
I have read and understand the Green Permit Program Wind Turbine Project Submittal Checklist. I understand that all items must be complete and submitted to the Green Permit Program Project Administrator for review before permit issuance.

Applicants Name: ____________________________________________________________
(PLEASE PRINT)

Applicant Signature:_________________________________________ Date: __/__/____

PA Initials: __________

*If you have questions regarding the items above or the Green Permit Process please contact Ms. Sophie Marie Martinez at Sophie.Martinez@cityofchicago.org