



# City of West Chicago

Community Development Department  
475 Main Street, West Chicago, IL 60185  
Phone: (630) 293-2200 x 131 / Fax: (630) 293-1257

Permit Number: \_\_\_\_\_

Date Received: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Permit Fee: \$ \_\_\_\_\_

Approved: \_\_\_\_\_

FOR OFFICIAL USE ONLY

## APPLICATION FOR CITY SEWER & WATER SERVICE DISCONNECTION

\_\_\_\_\_  
(Project Address)

\_\_\_\_\_  
(Subdivision)

\_\_\_\_\_  
(Zoning)

\_\_\_\_\_  
(Lot Number)

\_\_\_\_\_  
(P.I.N.)

\_\_\_\_\_  
(Property Owner)

\_\_\_\_\_  
(Phone)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Applicant)

\_\_\_\_\_  
(Phone)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Contractor)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Phone)

### TYPE OF STRUCTURE PROPOSED FOR DISCONNECTION:

\_\_\_\_\_ Single family (detached)

\_\_\_\_\_ Townhouse

\_\_\_\_\_ Commercial

\_\_\_\_\_ Industrial

\_\_\_\_\_ Other: \_\_\_\_\_

**ESTIMATED TOTAL COST OF PROJECT: \$** \_\_\_\_\_

### STATEMENT OF APPLICANT:

I hereby certify that the above statements are true and accurate, agree to comply with the provisions of the Ordinances of the City of West Chicago, summary attached, and, affirm that I am authorized by the owner of record to make this application, as his/her agent, for the proposed work.

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Date)

# Sewer & Water Disconnection Procedure

1. Applicant submits completed permit application and 'Confirmation of City Sewer & Water Disconnection' form to Community Development.
2. Community Development forwards the disconnection form to Utilities Division for review.
3. Utilities Division indicates the conditions for the disconnection on the form, signs and dates it under "Initial Review" and returns a copy to Community Development.
4. Community Development issues the permit for disconnection. Along with the receipt and hard-card, a copy of the disconnect form is returned to the applicant.
5. The contractor proceeds with the disconnection and calls for inspection.
6. Upon approval of the disconnection, inspector signs and dates form under "Completed."
7. Contractor returns to Community Development with signed form for release of demolition permit.

**UTILITY PHONE NUMBERS:**

Water Department Superintendent  
City Street Department

630/293-2255  
630/293-2250



# Confirmation of City Sewer & Water Disconnection

CITY of WEST CHICAGO  
Community Development Dept.  
475 Main Street  
West Chicago, IL 60185

PHONE (630) 293-2200 x 131  
FAX (630) 293-1257



Property Address: \_\_\_\_\_

Parcel ID Number: \_\_\_\_\_

\_\_\_\_\_  
Name Phone

\_\_\_\_\_  
Company Address

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### Utility Division - Office Use Only:

#### WATER SERVICE (√ below where applicable)

Disconnection at main required.

B-box may remain provided reconstruction begins within 1 year of demolition.

Additional requirements: \_\_\_\_\_

\_\_\_\_\_

Inspected: \_\_\_\_\_

#### SEWER SERVICE (√ below where applicable)

Disconnection at main required.

Stub may remain provided reconstruction begins by within 1 year of demolition.

Additional requirements: \_\_\_\_\_

\_\_\_\_\_

Inspected: \_\_\_\_\_

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Initial Review\*: \_\_\_\_\_ Date: \_\_\_\_\_

Completed\*: \_\_\_\_\_ Date: \_\_\_\_\_

\* Return a copy to Community Development when reviewed and completed.

