



Village of Round Lake Community Development

442 N. Cedar Lake Road, Round Lake, IL 60073

Ph. 847-546-0963 Fax 847-546-1872

www.eroundlake.com

SIGN REQUIREMENTS

PERMIT APPLICATION CHECKLIST

Complete and sign Building Permit Application.

- Provide a copy of contractor's electrical license (if applicable).
- Provide copy of contract showing/including scope of work to be done (if applicable).
- Provide a color photo of the proposed sign including dimensions.
- Provide drawing showing details of electrical service, location of disconnect and method of attachment to building.
- Provide one copy of plat of survey/unit location showing the location of the sign on the zoning lot or store front including lineal footage of store front and distance of store front from property line.
- Plat of survey/unit location is required to complete plan review.**

Permit applications will NOT be accepted without all of the above requirements.

PERMIT FEES

\$110.00 (no electric) \$185.00 (w/electric)

Additional fees may apply, please refer to the Village of Round Lake Municipal Code 20.64.010.

PERMIT GUIDELINES

- Detailed village sign requirements can be found on the Village of Round Lake website (eroundlake.com) under Title 18 of the Village Code.

INSPECTIONS

1. Pre-pour/footing (if applicable)
2. Rough electric (if applicable)
3. Final Electric and/or Final Building

Updated 5.1.19