



# VILLAGE OF BISMARCK

P.O. Box 141  
106 E. Holloway  
Bismarck, Illinois 61814

Meetings: 3<sup>rd</sup> Tuesday of the month

217-759-7984 · Phone  
217-759-3021 · Fax  
mayor@villageofbismarck.org · Email  
bismarckclerk@gmail.com · Email  
villageofbismarck.org · Website  
<https://www.facebook.com/bismarckvillage/> · Facebook

## APPLICATION FOR BUILDING PERMIT INFORMATION

1. Obtain an application from the Village Office, 106 E. Holloway, or download a copy from the village website: [Villageofbismarck.org](http://Villageofbismarck.org). Obtain the permit before any construction, demolition, remodeling, repair, etc.
2. Complete the Application form and submit fee:  
\$25 fee (Homeowner completing work)  
\$50 (Contractor completing Work).
3. Submit the application with the required information by the 20<sup>th</sup> of the month preceding when you would like the permit approved. The building permit will be placed on the Planning Commission Committee's agenda the 2<sup>nd</sup> Tuesday of the following month and the Bismarck Village Board of Trustees regular meeting agenda for approval the 3<sup>rd</sup> Tuesday of the month. Please check notification outside Village of Bismarck Office for date changes.
4. Permits Required (quoted from the Zoning Ordinance 8-16-2003 p.79):  
No building or structure, or part thereof, shall be hereafter erected, altered, moved, or repaired unless a Site Plan Permit shall have been first issued for such work. The terms "altered" and "repaired" shall include any changes in structural parts, stairways, type of construction, type, class or kind of occupancy, light or ventilation, means of egress and ingress, or other changes affecting or regulated by the Village of Bismarck Building Code, or this Ordinance, except for minor repairs or changes not involving any of the aforesaid features.

### **PERMIT REQUIRED**

New Home  
Garage  
Shed  
New room addition to existing home  
Non-existing driveway entrances

### **NO PERMIT REQUIRED**

Ramp Construction (I.D.E.A.)  
Roofing  
Electrical  
Deck replacement  
Old porch replacement  
Masonry  
Interior remodeling  
Restoration projects in existing old buildings  
Upgrades to existing driveways  
(i.e., new rock, tar and chip, Asphalt, culverts)  
Siding  
Window replacement  
Awnings  
Fencing (must be no higher than 6ft and within property line)  
Jungle gym-type play set  
Tree house or tree platform not to exceed 100 sq. ft.