

DEPARTMENT OF BUILDING AND ZONING  
OF COOK COUNTY, ILLINOIS

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[www.cookcountyil.gov/building-and-zoning](http://www.cookcountyil.gov/building-and-zoning)

**TO:** Unincorporated Wheeling Township Residents

**FROM:** Cook County Building & Zoning Department

**RE:** **New Single Family Construction, substantial addition, Demolition and all other construction projects in Unincorporated Wheeling Township**

Please be advised that effective May 25, 2012, we will not accept any permit applications for new construction, substantial room addition construction and demolition in unincorporated Wheeling Township until the following documents are submitted with the permit application:

1. Provide (signed, sealed and dated) site engineering/grading drawings {1 set scanned as portable document format (pdf)} with an approval letter from Wheeling Township.

**NOTE:** If the scope of work does not constitute an engineering review, we will need a waiver from Wheeling Township attesting to the fact.

2. Provide approval (signed and dated) permit or letter for water and/or sanitary sewer service when hooking up to a new connection

**NOTE:** If the work does not constitute or require a water or sanitary service permit, we will need a waiver from the township.

3. Provide Driveway Permit (if applicable) from the Wheeling Township Highway Commissioner (847-259-7730).
4. For Demolition only, provide grading plans (signed, sealed and dated) as well as a letter from the township confirming that the well and sanitary system has been sealed.

**Please Note:** You must first secure site engineering approval from the Wheeling Township Road District Office at 1616 N. Arlington Heights Road, Arlington Heights.

You can apply for any other permits except the aforementioned and submit the Wheeling Township permit or waiver while permit is being processed.