



Community Development Department  
1200 L.W. Besinger Drive - Room 206  
Carpentersville, IL 60110  
Hours: Mon-Fri 8:30 a.m. – 4:30 p.m.  
Phone: (847) 551-3478  
<https://www.cville.org>

Send Online Permit Submittal To: [permits@cville.org](mailto:permits@cville.org)  
For more information on permit submittals  
visit <https://www.cville.org/permitguide>

## Final Plat of Survey Application Program

The Final Plat Program is intended to help provide a final plat of survey to property owners in the Village of Carpentersville for properties which have original plats from the 1950's and 1960's.

Plats from these decades typically do not include improvements that have been made to the property throughout the last twenty years, such as detached garages, sheds, and patios.

The Final Plat Program will enable property owners to apply for up to \$300 in assistance with obtaining a new plat of survey of their property, which will benefit both the property owner and the Village for future permits.

### Requirements:

The following items are required from residents who want to participate in the Final Plat Program:

1. Proof that the original plat of survey of the property is the only copy AND that the Village of Carpentersville does not have an updated plat of survey.
2. A copy of the property owner's identification (driver's license or government issued ID).
3. Quote from a State of Illinois Licensed Surveyor for a new plat of the property. The new final plat should be printable on 11"x17" paper and be 1" = 20' scale.

**PROPERTY ADDRESS:** \_\_\_\_\_  
**OWNER'S NAME:** \_\_\_\_\_  
**OWNER'S ADDRESS:** \_\_\_\_\_  
**PHONE #:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_  
**RESIDENTIAL STATUS:** HOMEOWNER RENTER OTHER \_\_\_\_\_

**Date Original Plat was Issued:** \_\_\_\_\_

**Payment method for building permit:**  Check  Credit Card

**Owner's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I hereby declare that the information provided above is true and accurate to the best of my knowledge. I consent to the verification of the details provided in this application.

**OFFICE USE:** DATE APPLICATION RCVD: \_\_\_\_\_ PERMIT NUMBER: \_\_\_\_\_  
APPROVED / DENIED DATE PERMIT ISSUED: \_\_\_\_\_ DATE PERMIT COMPLETED: \_\_\_\_\_