



Village of Berkeley

5819 Electric Avenue, Berkeley, Illinois 60163

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WINDOW/EXTERIOR DOORS/GUTTERS

*Please note this information is a guideline and informative only. Additional information may be needed.

- Signed and completed building permit application form. If a contractor is doing the work, a copy of an accepted proposal is required.
- Description of work to be done, for example... replacing windows and/or exterior doors and gutters.
- This permit is typically issued over the counter unless there is a change in the size of the window or door. Changes in the size of an opening is a structural change and requires a signed and sealed plan by a State of Illinois licensed Architect or Structural Engineer.
- Window/Exterior Doors/Gutters permits require a final inspection.

Contact the Village to schedule inspections or for specific questions regarding our processes.

Inspections are completed on Monday/Wednesday/Friday between 8am-12pm. Individuals are not required to be on site for inspection. Please have the permit displayed in the front window or at door and leave approved plans on site.