



[www.villageofislandlake.com](http://www.villageofislandlake.com)

# Village of Island Lake

Department of Building • Zoning • Code Compliance

3720 Greenleaf Avenue Island Lake, Illinois, 60042

Phone: 847-526-8764 Fax: 847-526-1534

## VACANT BUILDING INSPECTION and REGISTRATION

Reference: Village of Island Lake Ordinance 8-1-12

Property Address: \_\_\_\_\_ PIN# \_\_\_\_\_  
Island Lake, Illinois 60042

Property owner: \_\_\_\_\_ Phone# \_\_\_\_\_

Identify a natural person twenty one years of age or older who maintains a permanent address in Lake or McHenry County, Illinois, to accept service on behalf of the owner with respect to any notices the Code Official sends pursuant to this section 8-1-12 (a P.O. Box is not acceptable):

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Property Management Company: \_\_\_\_\_

Address: \_\_\_\_\_ Phone# \_\_\_\_\_

Date property was last occupied: \_\_\_\_\_. Describe current plan for the property  
(use additional paper if necessary):

\_\_\_\_\_  
\_\_\_\_\_

Include the case name and number of any pending litigation concerning or affecting the building, including bankruptcy cases and the name, address and phone number of all persons with legal interest in the building or premises:

\_\_\_\_\_  
\_\_\_\_\_

To ensure compliance to the code, an inspection of the exterior and interior is required. A **\$500** fee for this inspection shall be paid to the Village of Island Lake. An annual registration fee of **\$200** is also due. The requirements are set forth in the village ordinance 8-1-12 and the fees are described in section 1-16-3 of the village code.

Signature of owner/agent: \_\_\_\_\_ Date \_\_\_\_\_ 20\_\_

Printed Name \_\_\_\_\_ Title \_\_\_\_\_ Phone \_\_\_\_\_

-----

Date form received: \_\_\_\_\_ <sup>For office only</sup> 20\_\_ By whom: \_\_\_\_\_

Payment received: \_\_\_\_\_

Notes: