

**NOTIFICATION OF BUILDING CONSTRUCTION/IMPROVEMENT AND NEW 911 ADDRESS ASSIGNMENT –
MONTGOMERY COUNTY, ILLINOIS**

All persons shall be required to provide notice of building construction/improvements to real property in Montgomery County. The term "Building construction/improvements" includes but is not limited to all houses, garages, barns, sheds, storage units, of any kind, commercial buildings, etc. Failure to file a Notification of Building Construction/Improvement prior to construction shall constitute an offense punishable by fine up to \$500.00 each day in which work proceeds and each day following completion of the structure shall constitute a separate offense.

CHECK ONE:

- Improvement to an existing structure only and a new 911 address is not needed
- New structure that will require a new 911 address (includes: houses, barns, sheds, etc.).

NEEDING SEPTIC PERMIT:

PROPERTY & NOTIFICATION INFORMATION

Property No.: _____

Name of Property Owner: _____

Current Address: _____

City: _____ State: _____ Zip: _____

Phone No.: _____

Email Address: _____

Type of Construction:

Commercial Home Out Building Other: _____

Estimated Start Date: _____

Cost Estimate: _____

*Name of Road on which new address is needed:

**PLEASE ATTACH A PHOTO OF WHERE THE LOCATION
OF THE DRIVEWAY WILL BE.**

STRUCTURE DETAILS

Size: _____ Bathroom: _____

Central Air: _____ Basement: _____

Garage: _____ Porches: _____

OFFICE USE ONLY

Notification No.: _____

Township Name: _____ Sec.: _____ Twp.: _____ Range: _____

Legal Description: _____

Lot/Land Size: _____


Tax Group Code No.: _____


ACKNOWLEDGEMENT

This acknowledgement satisfies the Montgomery County
Notification Process.

All other city, township, subdivision and state ordinances
must be followed!

RETURN COMPLETED FORM TO:

 Supervisor of Assessments
1 Courthouse Square Room 201
Hillsboro, IL 62049

 217-532-9595

 Email: assessor@montgomerycountyil.gov