

ROBINSON ENTERPRISE ZONE PROJECT APPLICATION

Date of Application _____
Project Information

Name of Business: _____
Street Address: _____
City/State/Zip: _____
Project Address _____
Commercial: _____ Industrial: _____

Provide a general description and type of construction for the proposed project, include rehabilitation or remodeling of existing structures, new construction, or new production equipment. Include a site map (with dimensions) showing any demolition and new construction:

Total square footage of new building construction _____
Estimated project start date: _____ Completion: _____

ESTIMATED COST OF: New Construction _____

ESTIMATED COST OF: Rehab/Remodel _____

ESTIMATED COST OF: Cost of Site _____

ESTIMATED COST OF: Capital Equipment _____

ESTIMATED COST OF: Project Building Materials _____

TOTAL COST OF PROJECT _____

Number of full-time current employees _____
Number of full-time equivalent *jobs retained* _____
Number of full time *jobs created* with 1 year of project completion _____
Does this project involve a relocation from another city of state _____
If relocating, please identify city and state _____
Crawford County Property Tax Bill # (PIN) _____
Federal Employer Identification Number _____
Unemployment Insurance Number _____
NAICS industry code: _____

A link to the NAICS codes is at: <http://www.census.gov/cgi-bin/sssd/naics/naicsrch?chart=2007>.

Requires Amendment to Enterprise Zone: Yes () No ()

Signature of Project Representative:

Please Print Name Signature

Phone Number Date Title

JOBS CREATED means the number of jobs for which persons are hired or expected to hire within 1 year as a result of the new investments, not including construction jobs or spinoff jobs that may be created.

JOBS RETAINED means the number of documented jobs that will remain when it can be publicly documented the business would close operations without the enterprise zone benefits. Attach documentation.

**APPLICATION FOR IMPROVEMENT/USE PERMIT
& CERTIFICATE OF OCCUPANCY**

PERMIT # _____

(Please print and see reverse side for worksheet)

APPLICANT _____ PHONE # _____

ADDRESS of APPLICANT _____

OWNER of PROPERTY _____

ADDRESS of OWNER _____ PHONE # _____

STREET # OF PROPERTY _____

LEGAL DESCRIPTION of PROPERTY
Call the Supervisor of Assessment at 618/544-8221 for the legal description of the property

LOT # _____ SUB-DIVISION _____

PROPOSED CONSTRUCTION AND/OR USE _____

PRESENT USE of PROPERTY _____ PROPOSED USE _____

The applicant acknowledges full responsibility for ascertaining the existing and apply of any restrictive covenants and other building limitations not subject to zoning.

Signature of Owner _____ Date _____ Signature of Agent _____ Date _____

TO LOCATE BURIED CABLES & LINES CALL J.U.L.I.E. 1-800-892-0123

DO NOT FILL IN BOTTOM PORTION

ZONING DISTRICT	PLOT PLAN PROVIDES	ORDINANCE REQUIRES
LOT: width	_____	_____
depth	_____	_____
area	_____	_____
BUILDING HEIGHT	_____	_____
IMPERVIOUS SURFACE AREA	_____	_____
YARDS: front	_____	_____
side	_____	_____
side	_____	_____
rear	_____	_____
OFF-STREET PARKING SPACES	_____	_____

PROPOSED IMPROVEMENT: Issued _____ Denied _____ Administrator _____ Date _____

* Proposed Improvement Will Not Comply with Section _____

CERTIFICATE of OCCUPANCY: Issued _____ Denied _____ Administrator _____ Date _____

* Proposed Use Will Not Comply With Section _____

BOARD ACTION REQUIRED _____ DATE FILED _____

OTHER ACTION REQUIRED _____ DATE FILED _____

ACTION by BOARD _____ DATE _____

OTHER ACTION _____ DATE _____

FEEs REQUIRED \$ _____

CITY OF ROBINSON BUILDING PERMIT
APPLICATION FOR IMPROVEMENT/USE PERMIT
&
CERTIFICATE OF OCCUPANCY

All building permit applications must be returned with the following documents:

- Property Record Card for the property involved
 - Deed for the property involved
 - Aerial photograph of the property involved
 - Original Plat of area involved, if available
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- All items can be obtained in the Courthouse Annex at 108 S. Douglas St., Robinson, IL.
 - Lot drawing must have measurements of new improvement, existing buildings, driveways, decks, structure height, how far from property line, etc.

Building permits will not be accepted or processed after 11-12-13 without the required documentation as directed by the City Council and City of Robinson Resolution 2013-R-15.

ENTERPRISE ZONE BUILDING MATERIALS EXEMPTION WORKSHEET

Project Name: _____

Project Address: _____

Construction Co. Name: _____

Mailing Address : _____

City, State, Zip: _____

FEIN #: _____

Telephone #: _____

Contact Person's Name: _____

Email for contact: _____

Contract Amount: _____

Average Sales Tax Rate: _____

Percent of contract that
consists of qualified
building materials: _____

Estimated amount of
exemption for materials: _____

Project Completion Date : _____

Here is how IDOR defines building material. The basic standard for building material is that it must be incorporated physically into the real property.

In order to qualify for the deduction, the materials being purchased must be building materials. That is, they must be purchased for physical incorporation into real estate. For example, gross receipts from sales of:

- 1) common building materials such as lumber, bricks, cement, windows, doors, insulation, roofing materials and sheet metal can qualify for the deduction;
 - 2) plumbing systems and components thereof such as bathtubs, lavatories, sinks, faucets, garbage disposals, water pumps, water heaters, water softeners and water pipes can qualify for the deduction;
 - 3) heating systems and components thereof such as furnaces, ductwork, vents, stokers, boilers, heating pipes and radiators can qualify for the deduction;
 - 4) electrical systems and components thereof such as wiring, outlets and light fixtures that are physically incorporated into the real estate can qualify for the deduction;
 - 5) central air conditioning systems, ventilation systems and components thereof that are physically incorporated into the real estate can qualify for the deduction;
 - 6) built-in cabinets and other woodwork that are physically incorporated into the real estate can qualify for the deduction;
 - 7) built-in appliances such as refrigerators, stoves, ovens and trash compactors that are physically incorporated into the real estate can qualify for the deduction;
 - 8) floor coverings such as tile, linoleum and carpeting that are glued or otherwise permanently affixed to the real estate by use of tacks, staples, or wood stripping filled with nails that protrude upward (sometimes referred to as "tacking strips" or "tack-down strips") can qualify for the deduction.
- f) Items that are not physically incorporated into the real estate cannot qualify for the deduction. For example, gross receipts from sales of:
- 1) tools, machinery, equipment, fuel, forms and other items that may be used by a construction contractor at an enterprise zone building site, but that are

not physically incorporated into the real estate, do not qualify for the deduction;

- 2) free-standing appliances such as stoves, ovens, refrigerators, washing machines, portable ventilation units, window air conditioning units, lamps, clothes washers, clothes dryers, trash compactors and dishwashers that may be connected to and operate from a building's electrical or plumbing system but which do not become a component of those systems do not qualify for the deduction;
- 3) floor coverings that are area rugs or that are attached to the structure using only two-sided tape do not qualify for the deduction.