



## Village of Western Springs Community Development Department

### **Building Closed / Community Development Department still operating remotely**

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PRESIDENT

Alice Gallagher

The Community Development Department will continue to process permits, plan review, registrations, some inspections, and answer questions as best as possible given the circumstances. This situation is subject to change at any time. More information is available at [www.wsprings.com/133/Community-Development](http://www.wsprings.com/133/Community-Development)

TRUSTEES

Heidi Rudolph

William Siffermann

James Tyrrell

Nicole Chen

Alan Fink

James John

### **Drop Box Below**

The drop box is provided for you to leave your permit applications, building plans, permit payments, and other documents. All payments left in the drop box must be in the form of a check; **no cash is being accepted at this time**. Note: The building entrance is under camera surveillance.

CLERK

James Horvath

### **Questions, Staff Follow Up, Permits, etc.**

MANAGER

Ingrid Velkme

We strongly encourage customers to send documents by email or visit the website to learn about existing permit guides and forms, e-plan review for all engineering (already in place), etc. Building (and *most* other) plans can be reviewed in PDF format by submitting them to [rschmidt@wsprings.com](mailto:rschmidt@wsprings.com). Be sure that your application and or other paperwork have your email clearly and legibly printed. Permits will be issued by email only. Please be patient.

DIRECTORS

Grace Turi

Pat Schramm

Martin Scott

Matthew Supert

Patrick Kenny

Brian Budds

Ellen Baer

Aleks Briedis

### **Inspections**

Inspections will continue in a very limited fashion. Please refer to the “Inspection Protocols” available at [www.wsprings.com](http://www.wsprings.com) under “Departments” and then “Community Development”.

We appreciate your patience as we make our way through this very fluid situation. If you have questions or concerns, please feel free to contact Marty Scott, Director of Community Development, at 708-246-1800, x175 or by email at [msscott@wsprings.com](mailto:msscott@wsprings.com)