

Maine Township Road District
1387 Redeker Road, Des Plaines, IL 60016
(847) 297-5225

Instructions and Requirements for Waiver Letters

Waiver Letters by Appointment Only

Residents: Write a short note including your name, address and phone number requesting a permit waiver letter including the following information and/or attachments:

1. Name, Address and Phone number of your contractor.
2. Interior work, scope of work to be performed, i.e. roof, interior remodel, etc.
3. Exterior or land work we require a copy of the Plat of Survey showing proposed location of fence, shed, etc. with measurements on survey. For fence state height and type, (*i.e. Six foot wood fence or five foot chain link or 8' by 10' wood shed*).
4. Cook County Permit Application Number

Contractors: On your Company Letterhead write a short note requesting a permit waiver letter including the following information and/or attachments:

- Name, Address and Phone number of our resident.
- Interior work, scope of work to be performed, i.e. roof, interior remodel, etc.
- Exterior or land work we require a copy of the Plat of Survey showing proposed location of fence, shed, etc. with measurements on survey. For fence state height and type, (*i.e. Six foot wood fence or five foot chain link or 8' by 10' wood shed*).
- Cook County Permit Application Number

Fee for Waiver Letter is \$25.00