

WFG Informational Bulletin

To: All Illinois Policy Issuing Agents of WFG National Title Insurance Company
From: WFG Underwriting Department
Date: August 27, 2018
Bulletin No: IL 2018-06
Subject: Notification – Change to City of Chicago Zoning Certification Processing Time

To all of our Illinois agents,

WFG has received notification from the City of Chicago Zoning Department that **EFFECTIVE SEPTEMBER 4, 2018**, the zoning department will no longer issue Certificates of Zoning Compliance the same day, regardless of unit count. This applies to single-family zoning certifications as well. Previously, it was the zoning department's practice to issue same day certifications for single-family properties. However, due to changes with certain key personnel, all zoning certification submissions (included submissions for single-family properties) will be subject to the five (5) business days processing period.

Therefore, to ensure that your zoning certifications will be available for closing, please allow for at least seven (7) business days (prior to the closing date) to accommodate processing time. Additionally, please keep in mind that with multi-unit properties, you or your client should submit the zoning certification request as soon as possible in case there is an issue with the number of legal units indicated on the zoning certification application and the number of legal units that the City of Chicago finds in its records system.

Should you have any questions, please contact your Illinois state underwriter, Stanley J. Czaja, at (773) 706-3779 or via email at SCzaja@wfgnationaltitle.com.

Information Bulletins are designed to provide our agents with information we think will help in managing their business or just being better title professionals, but which does not rise to the level of being an underwriting mandate and are not within the scope of the agency agreement.