



Community Development Department  
 1200 L.W. Besinger Drive - Room 206  
 Carpentersville, IL 60110  
 Hours: Mon-Fri 8:30 a.m. – 5:00 p.m.  
 Phone: (847) 551-3478  
 Fax: (847) 426-0864  
<https://cville.org>

## Building a Detached Garage

<b>Address of Garage Location:</b>		<b>Date:</b>
<b>Applicant Name:</b>		<b>Applicant Phone #:</b>
Applicant Email Address:		
<b>Property Owner:</b>		<b>Owner Phone #:</b>
Property Owner Address:		
<b>General Contractor Name:</b>		<b>Contractor Phone #:</b>
Contractor Address:		
<b>Electrician Name:</b>		<b>Electrician Phone #:</b>
Electrician Address:		
I hereby certify that I have read and understand this entire application form. I also understand that any missing or incomplete items or failure to clearly describe the proposed scope of work will cause the plan review to be delayed until the submittal is complete and/or the work is correctly described. Upon submittal of the remaining items, I understand that the plans are still subject to review by the Village and that corrective measures and/or additional information may be required.		
<b>Applicant Signature:</b>		<b>Date:</b>

### Submittal Checklist:

OK	N/A	Item Description
		Home Owners Association Approval letter, if required.
		Accurate plat of survey indicating; the exact location and size of the garage to scale; the distance from the garage to all side and rear property lines; and the distance from the garage to the house.
		Scaled and detailed drawings of the garage including; a wall section from the foundation to the roof; front and side building elevations (including the building height); and a floor plan.
		Stamped truss cut sheets are required for engineered trusses.
		Application for electrical work ( <i>include copy of electrical license and detailed electrical specification</i> ).

<b>Approved By:</b>	<b>Date:</b>
<b>Fee:</b>	<b>Permit #:</b>

### **Minimum Requirements:**

1. The garage cannot encroach on any zoning setback or easement.
2. No garage can be used as habitable living space.
3. A separate driveway permit is required as applicable.
4. The demolition of an existing detached garage also requires a permit.
5. All excavation material must be hauled off site and disposed of properly.
6. Fire-rated construction may be required on walls or ceilings (e.g. adding 5/8" drywall) if a garage is closer than 10 feet to home.
7. Concrete floors must have a minimum 4" thick slab with 4" thick compacted gravel or sand base.
8. Interior cracking control of the slab is required with welded wire mesh or equivalent.
9. Construction joints are required in both directions at the middle of the slab.
10. The slab must pitch toward overhead door a minimum 1/4" per foot.
11. Pressure treated lumber required where wood is in contact with concrete.
12. Roofs must be capable of supporting 25 pounds per square foot of snow load.
13. Properly sized doubled headers are required over all windows and doors.
14. All above ground electrical wiring must be run in metal conduit.
15. A switched overhead light is required.
16. One GFCI protected wall mounted electrical receptacle is required.
17. Overhead electrical service conductors must maintain proper clearances.
18. Permit fees, payable at time of permit issuance:
  - a. Detached garage permit: \$150
  - b. Electrical permit: \$25
- 19. Please note that there is a \$50 fee for re-inspections.**

### **Minimum Required Inspections:**

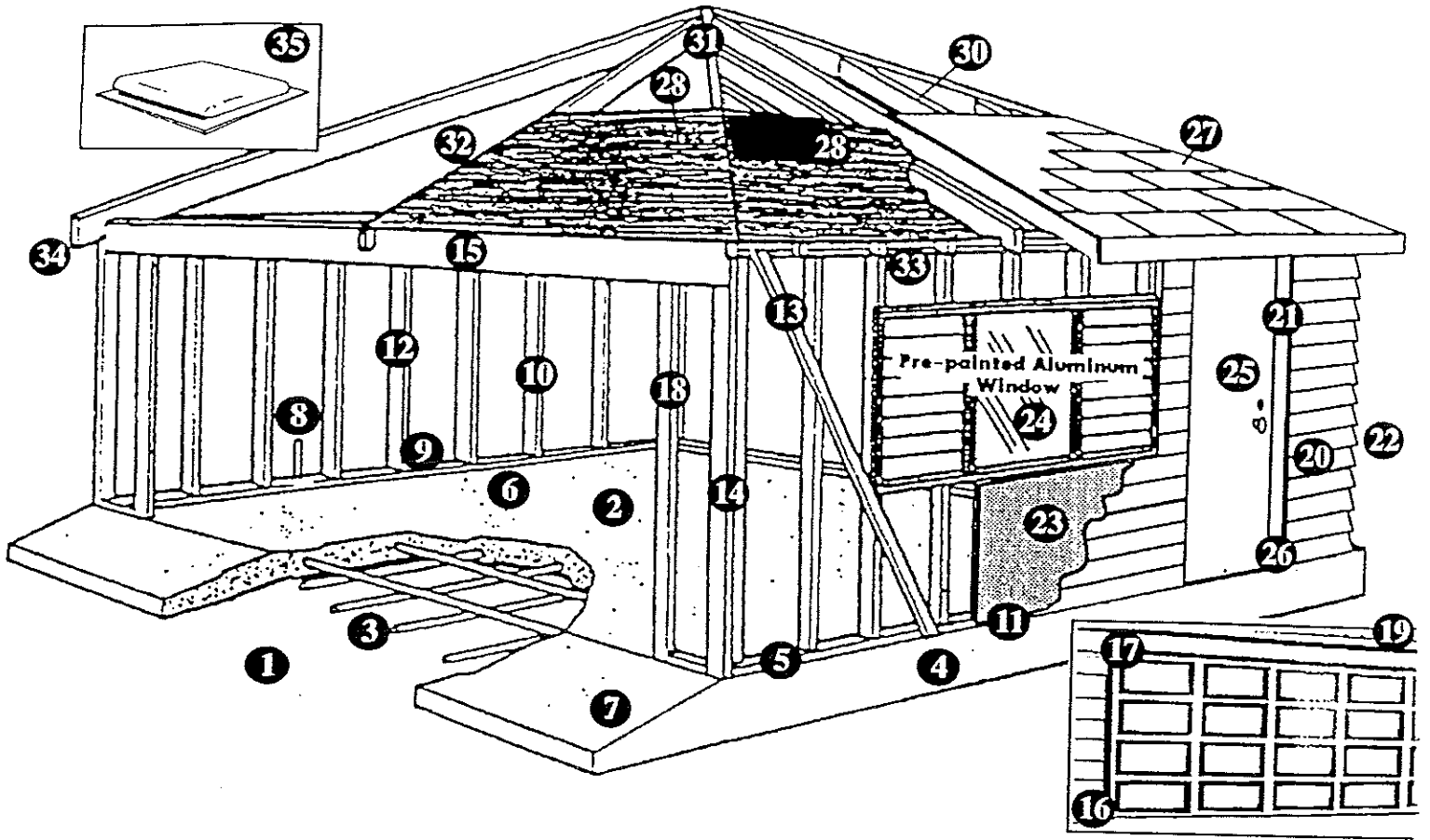
1. Pre-Pour Garage inspection: For the foundation and slab prior to pouring concrete.
2. Underground Electric inspection: Trench inspection of electrical conductors from the home to the garage.
3. Garage Final inspection: Final framing and above ground electrical when the garage is completed.

### **Schedule Inspections With:**

Community Development Department: (847) 551-3478

Call before 3:00 PM on the business day before the inspection. Provide your permit number.

*This list comprises some of the most common code violations when constructing a detached garage. It does not address every possible violation, nor is it intended as an instruction manual.*



**CONCRETE CONSTRUCTION**

- 1. Stone base under concrete floor
- 2. 4" air entrained concrete floor
- 3. All concrete is steel reinforced
- 4. High and dry water ledge system to prevent seepage

- 5. Anchor bolts to secure bottom plate
- 6. Pitched floor for water drainage
- 7. 3' concrete apron (width of garage)
- 8. Conduit stub for electric
- 9. All concrete to meet local building codes

**WALL CONSTRUCTION**

- 10. All lumber is kiln-dried and construction-grade
- 11. Bottom plate is waterproof, Wolmanized and bolted to concrete
- 12. Studs are 2" X 4" house construction-grade (8' high standard)
- 13. Reinforced angle bracing notched into studs
- 14. Double 2" X 4" for extra strength at corners and openings
- 15. Multiple 2" X 12" full-width headers combined for extra strength
- 16. Sectional overhead door (choice of colors and styles)
- 17. Weather stripping all around overhead door

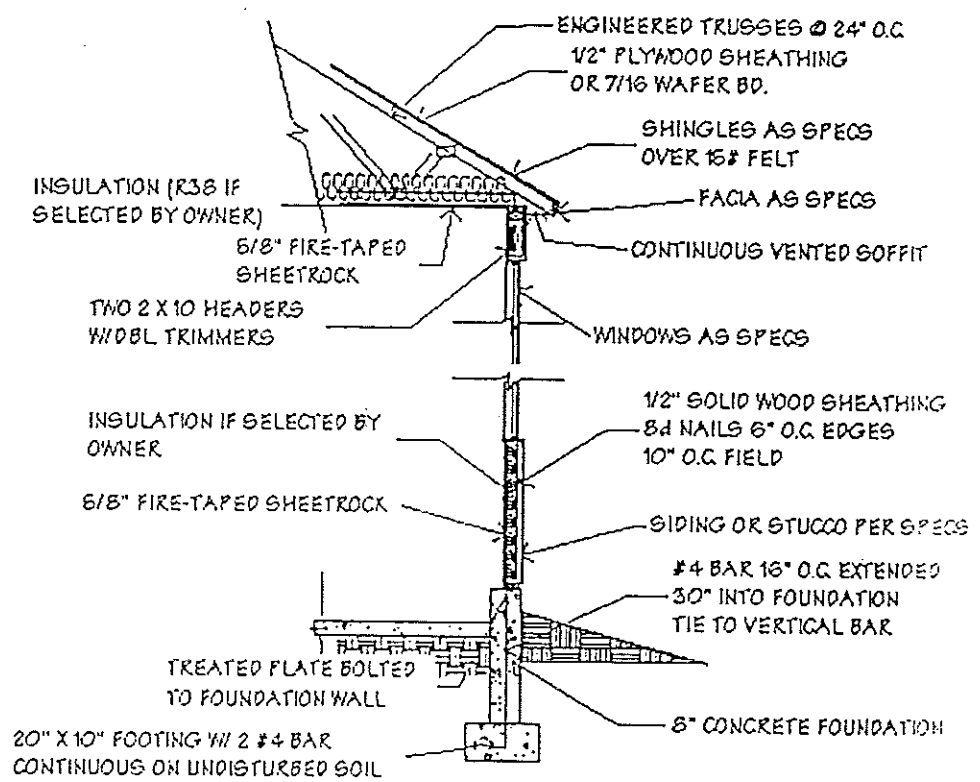
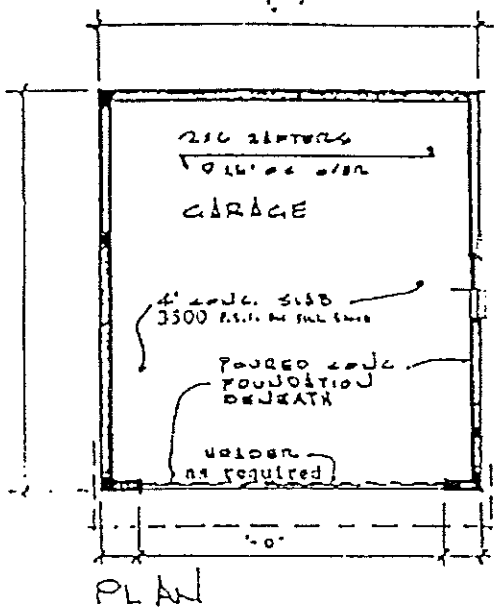
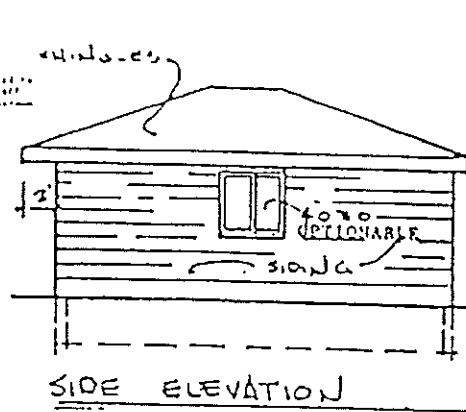
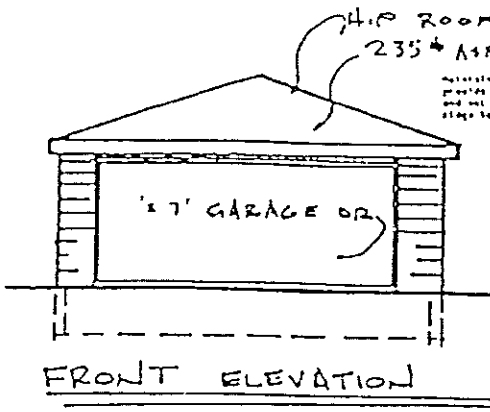
- 18. Overhead door commercial gauge hardware bolted to
- 19. Pre-finished molding around doors (optional)
- 20. Siding available in many styles and colors
- 21. Siding butted to casings
- 22. Finished corners
- 23. Weatherproof sheathing
- 24. Pre-painted jalousie or sliding windows
- 25. Steel service door is pre-hung 3' wide with dead bolt lock
- 26. Aluminum threshold

**ROOF CONSTRUCTION**

- 27. Choice of roofing and colors
- 28. 15 lb. felt underlayment
- 29. Exterior grade sheathing
- 30. 2" X 6" custom heel cut rafters
- 31. 2" X 8" hip and ridge

- 32. 2" X 6" trussed storage and wall ties
- 33. Top plate is double 2" X 4" interlocked at corners
- 34. Boxed-in eaves completely sealed
- 35. 2 roof air vents with screens

# GARAGE DRAWING EXAMPLES FOR ILLUSTRATION PURPOSES ONLY



GARAGE WALL SECTION

# VILLAGE OF CARPENTERSVILLE

1200 L.W. Besinger Drive  
 Carpentersville, IL 60110  
 847-551-3478

Paid	_____
CR#	CK# _____
Date	_____

## DEPARTMENT OF CODE ENFORCEMENT APPLICATION FOR ELECTRICAL WORK

Date \_\_\_\_\_ Fee \_\_\_\_\_ Permit # **P-** \_\_\_\_\_

Cost \_\_\_\_\_

PRINT \_\_\_\_\_  
 Address of Proposed Work

OWNER \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_

CONTRACTOR'S NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_

QUALIFIED ELECTRICIAN'S NAME \_\_\_\_\_

**NOTE: COPY OF ELECTRICAL LICENSE MUST BE PROVIDED WITH THIS APPLICATION.**

APPLICANT'S SIGNATURE \_\_\_\_\_

### LIGHTING CIRCUITS AND OUTLETS

SERVICE SIZE	2 WIRE	3 WIRE	4 WIRE
15 AMP. CIRCUIT			
20 AMP. CIRCUIT			
30 AMP. CIRCUIT			
OUTLETS ON EXISTING CIRCUITS			

### POWER

	NUMBER	TOTAL H.P.
AIR CONDITIONERS		
APPLIANCES		
MOTORS		

### SINGLE FAMILY DWELLING

NO OF SQ. FT.	NO. OF OPENINGS

Describe Work:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

SIGNATURE OF ELECTRICAL INSPECTOR \_\_\_\_\_