

Other Accessory Structures

(Pergola, Gazebo, etc.)

Village of Sugar Grove

PLAN REVIEW

Please allow 10 (ten) working days for processing.

APPLICATION CHECKLIST

- a completed short form permit application,
- a plat of survey drawn to scale with the improvement location drawn in proximity to primary use building and lot lines (If larger than 11x17, submit 3 copies)
- a copy of the proposal or contract with the homeowner's signature
- drawings of the item to be built, drawn to scale (minimum scale 1/8":1'; preferred scale 1/4":1') must include: (If larger than 11x17, submit 3 copies) **Include, if applicable:**
 - a. a plan view and side elevation view of the item to be built indicating all dimensions
 - b. the height of the item above finished grade
 - c. location of underground or overhead electric lines if located near the deck
 - d. indicate the location of basement window wells, hose bibs, clothes dryer vents, electric and gas meters if located near the deck
 - e. size, depth and spacing of the concrete piers
 - f. post and beam locations with dimensions indicating beam spans between posts
 - g. the method of beam attachment to the beam posts
 - h. ledger board attachment and flashing details to the existing structure
 - i. nominal lumber sizes of all joists, beams and posts
 - j. cantilevered floor area of the existing structure cannot be a means of support of wood deck floor system. Double floor joists each side of the "Bay Window" with a header are required to support the deck floor for the width of the bay
 - k. Complete stair details to include stair riser height and tread depth, hand and guardrail dimensions and installation heights
 - l. Minimum of three stair stringers required on a 36" wide stair system
 - m. Landing surface type and dimensions at the base of the stairs
 - n. [Deck Building Requirements](#) contain additional information
- Please refer to the Design for Code Acceptance 6 (DCA6); authored by the American Wood Council as a reference document <http://www.awc.org/codes-standards/publications/dca6>

REQUIRED CONTRACTOR INFORMATION

Any contractor engaged in or having obligation to do work where the scope of work requires a building permit shall be registered with the Village of Sugar Grove. If the contractor is not currently registered with the Village, an application can be obtained by contacting the Building Division at 630-391-7220 or from the Village's website www.sugargroveil.gov

INSPECTIONS

Inspections may include post holes or footings (prior to pouring any concrete), rough framing & electric, underground electrical &/or gas, and final. Please call 630-391-7220 to schedule an inspection. **PLEASE SCHEDULE THE INSPECTION BY 3:30 THE DAY BEFORE YOU WANT IT.**

PERMIT FEE

- The permit fee for decks and gazebos is based on square footage and is to be paid when you pick up the permit after review and approval.
- Gazebos - \$.31 per square foot or a minimum of \$230.00
- Pergolas - \$160.00
- Other accessory structures not listed - \$135.00
- Electric is charged as an additional \$125.00
- Gas line is charged as an additional \$215.00
- Plumbing is charges as an additional \$255.00

NO WORK CAN COMMENCE UNTIL THE PERMIT HAS BEEN ISSUED. WORK STARTED PRIOR TO ISSUANCE OF PERMIT, MAY INCUR A PENALTY FEE OR FINE.

MISCELLANEOUS INFORMATION

- Depending on the property location there are certain limitations to lot coverage area which include all improvements (house, accessory structure, paving decks, etc.) on the property.
- If you reside in an area with a Homeowner's Association, we recommend you check with them to ensure compliance with their regulations.
- Allowable hours for noise construction within the Village are between 6:30 a.m. to 8:30 p.m. daily.

For Office Use Only
 Permit # _____
 Building Dept Approval:

 Fees: _____



601 HEARTLAND DRIVE
Sugar Grove, IL 60554
Phone 630-391-7220
Fax 630-391-7245
www.sugargroveil.gov
permits@sugargroveil.gov

BUILDING PERMIT APPLICATION
(FOR MINOR PERMITS; NOT NEW CONSTRUCTION)

| | | | | | | |
|---|--|-----------------------------------|---|--------------------------------|---|--|
| Application Date: _____ | Permit Type | | | | | |
| Value of Work: _____ | Basement <input type="checkbox"/> | Deck <input type="checkbox"/> | Garage/ Shed <input type="checkbox"/> | Patio <input type="checkbox"/> | Screen Porch <input type="checkbox"/> | Window/ Door <input type="checkbox"/> |
| Square Footage: _____ | Commercial Remodel <input type="checkbox"/> | Driveway <input type="checkbox"/> | Gazebo/ Pergola <input type="checkbox"/> | Pool <input type="checkbox"/> | Sign <input type="checkbox"/> | |
| | Decorative Brick <input type="checkbox"/> | Fence <input type="checkbox"/> | Irrigation <input type="checkbox"/> | Roof <input type="checkbox"/> | 3 Season Room <input type="checkbox"/> | Other <input type="checkbox"/> |
| Start Date _____ | End Date _____ | | | | | |
| Description of Work: _____ _____ _____ | | | | | | |
| Property Information | | | | | | |
| Address _____ | | Lot _____ | Subdivision _____ | | Parcel Number _____ | |
| Property Owner Name _____ | | Email Address _____ | | | Phone _____ | |
| Property Owner Street Address _____ | | City _____ | | State _____ | Zip _____ | |
| Contractor Information | | | | | | |
| Name(s) of Contractor (s) | Phone# | Email | | City | Zip | |
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I certify that I am the owner of record of the above name property, or that the proposed work is authorized by the owner of record, and that I have been authorized by the owner to make this application. I agree to conform to all applicable laws of the Village of Sugar Grove.

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|--|------------------------|-----------|
| Signature of Property Owner (or Attach Signed Contract) | Address (if different) | Phone No. |
| Signature & Printed Name of Responsible person in Charge of Work & Email | | Phone No. |