

# SHEDS & DETACHED GARAGES

## INFORMATION

### PERMIT REQUIRED

A building permit is required from any person desiring to build a shed (up to 200 sf) or detached garage (200 sf or larger).

The following conditions and requirements apply:

- Depending on the property location, there are certain limitations to lot coverage area that include all improvements (house, accessory structure, paving, decks, etc.) on the property.
- Detached garages (accessory structures) are limited to a maximum of 1000 square feet or 70% of the footprint of the principal building, whichever is less.
- Structures less than 1 cubic yard (3x3x3) in area do not require a permit.
- Accessory use must be compatible with the principal use of the structure already on the lot.
- No accessory building shall be constructed upon a lot until the construction of the principal building has commenced and may not exceed the height of the principal building or 15 feet, whichever is less. Please see the definition of building height in the Village Code.
- Building materials must generally match the principal building.
- Accessory structures must be located at least 10' from any other building on the lot.
- Setback shall be at least 5' from property line and not in any easement unless reviewed and approved by Engineering.
- If the property is located in an area having a Homeowner's Association, the property owner is obligated to check with the Homeowner's Association to ensure compliance with their regulations.
- Allowable hours for construction within the Village are 6:30 a.m. to 8:30 p.m. daily.
- Shed and detached garage permits are authorized on a case-by-case basis.

### APPLICATION CHECKLIST

Applications for sheds and detached garage permits shall include the following items and information:

- a completed short-form permit application listing the contractor(s) performing the work;
- a plat of survey drawn to scale with the accurate dimensions to the property lines and principal structure;
- for prefabricated sheds, please include the manufacturer's specifications (indicating size, height and materials of construction);
- for custom designed sheds, include construction drawings (3 sets, if larger than 11"x17");
- valid contractor registration with the Village of Sugar Grove; and

- a copy of the contract with the property owner's signature

### **CONTRACTOR REGISTRATION**

Any contractor engaged in or having obligation to do work where the scope of work requires a building permit is required to be registered with the Village of Sugar Grove. If the contractor is not currently registered with the Village, a registration application can be obtained from the Building Division at 630.391.7220 or from the Village's website [www.sugargroveil.gov](http://www.sugargroveil.gov)

### **INSPECTIONS REQUIRED**

Inspections may include: underground electric or gas, any pre-pour for concrete, house wrap, rough electric, hvac, and framing, insulation and final depending on the scope of construction. The owner/contractor is responsible for scheduling all required inspections. Please call 630.391.7220 to schedule the inspections. Please schedule the inspections by 3:30 PM THE DAY BEFORE you want it.

### **PLAN REVIEW**

Please allow 10 (ten) working days for processing.

### **PERMIT FEE**

- Shed (up to 200 sf) **\$155.00**
- Detached garage (200 sf or more) **\$.31/sf \$230.00 minimum**

*Additional fees may be charged if there is a grade change proposed or the proposed modification requires review and inspection by the Village Engineer.*

The permit fee is paid when the permit is picked-up after the application has been approved.

**NO WORK CAN BEGIN UNTIL THE PERMIT HAS BEEN ISSUED. WORK BEGUN PRIOR TO ISSUANCE OF THE PERMIT WILL INCUR A FINE, PENALTY OR BOTH.**

**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: _____	<b>Permit Type</b>					
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"/>
<b>Start Date</b> _____	<b>End Date</b> _____					
Description of Work:						
<b>Property Information</b>						
Address		Lot	Subdivision		Parcel Number	
Property Owner Name		Email Address			Phone	
Property Owner Street Address		City		State	Zip	
<b>Contractor Information</b>						
Name(s) of Contractor (s)	Phone#	Email		City	Zip	

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.

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Signature & Printed Name of Responsible person in Charge of Work & Email      Phone No.