



Community Development Department
 1200 L.W. Besinger Drive - Room 214
 Carpentersville, IL 60110
 Hours: M-F 8:30 AM – 5:00 PM
 Phone (847) 551-3478
 Fax (847) 426-0864
<http://vil.carpentersville.il.us>

Building a Shed Larger than 6 X 8 Feet

ADDRESS:	Date Received:
Applicant Name:	Checked in by:
Applicant Daytime Phone:	Date Returned to Applicant:
Applicant Email Address:	

I understand that any missing or incomplete items or failure to clearly describe the proposed scope of work will cause this 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.

 Applicant Signature _____
 Date

Submittal Checklist, minimum requirements:

	OK	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Home Owners Association Approval letter, if required
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Completed building permit application form
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Accurate plat of survey, indicating;
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exact location and size of shed to scale
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Distance of shed to all side and rear property lines
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Distance of shed to house
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Submit a structural drawing
Comments / Other Submittals Required:			

Minimum Requirements:

1. The garage cannot encroach on any zoning setback or easement.
2. No shed can be used as habitable living space
3. Shed cannot exceed 15' in height.
4. Demolition of existing shed also requires a permit.
5. All excavation material must be hauled off site and disposed of properly.
6. Mount on pier foundation or equivalent. Floor to be minimum of 6" above ground elevation. All foundations must be firmly anchored to the ground and level. Wood foundations are not allowed.

7. 5/8" Type X drywall required on walls or ceilings where shed is closer than 10 feet to home.
8. Pressure treated lumber required where wood is in contact with concrete.
9. Roofs must be capable of supporting 20 pounds per square foot of snow load.
10. Doubled headers required over all windows and doors.
11. Permit Fee: \$10.00
12. A permit is not required for sheds 48 square feet or smaller.

Minimum Required Inspections:

1. Foundation prior to pouring concrete.
2. Final framing when the shed is completed.

Helpful Contact Information:

J.U.L.I.E. 811
Ameritech (800) 244-4444
Comcast (800) 226-2278
ComEd (800) 344-7661
NICOR (800) 730-6114
Community Development (847) 551-3478

Schedule Inspection With:

Community Development