



COMMUNITY DEVELOPMENT DEPARTMENT

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DETACHED GARAGE HANDOUT

Permit submittals are now available online at our Citizen Self Service Portal.

Please visit the link below to register and apply

<https://Citizen.palatine.il.us>

This information is designed to assist an applicant in applying for a permit for a detached garage. Special circumstances or unique designs may require Village Staff to request additional information or details.

ZONING REQUIREMENTS:

- A maximum height of fifteen (15) feet as measured from the ground level to the mean height between the eave and ridge of a roof. The highest point of a detached garage shall not exceed the highest point of the principal structure.
- A detached garage cannot be constructed on utility easements without the written permission of all utility companies and approval of a Variation by the Village Council. It should be noted that even with permission from the utility companies and a Variation, the property owner is still responsible for replacing or repairing any damage caused should a utility company need to access the easement.
- All detached garages must be located in the rear yard and be situated a minimum of ten (10) feet from the principal structure. Also, detached garages must be located a minimum of five (5) feet from all side and rear lot lines.
- If a rear lot line of a lot abuts the side lot line of a front yard of an adjacent lot, a garage must be setback from the rear lot line a minimum distance equal to the front yard setback of the neighboring property.
- A detached garage cannot encroach upon a side yard abutting a street (corner side yard).
- Planned Developments and Homeowner's Association (HOA) Covenants may be more restrictive than the above. It is the homeowner's responsibility to contact their HOA for approval.
- The ground floor area of all accessory structures located in a rear yard shall not exceed the lesser of:
 - i. Twenty (20) percent of the area of such rear yard; or
 - ii. Seven hundred (700) square feet; or
 - iii. Fifty percent (50) of the floor area of the principal structure
- If you plan to demolish your existing garage, you will also need to complete a separate permit for demolition. Please review the "Demolition Permit Process Handout" for the complete submittal requirements.

CONSTRUCTION REQUIREMENTS:

- Drawings must include:
 - Elevation Drawings (all sides)
 - Full floor plan indicating electrical and mechanical work
 - Detailed foundation plans, wall and roof framing details including cross-section details
 - Driveway dimensions and materials
 - Grading and drainage plan
 - Cover sheet indicating the specific building codes
 - Site plan indicating all required setbacks and existing or proposed structures
- Drawings must be prepared by a licensed architect or garage contractor.
- Freestanding accessory structures with an area of 600 sq. ft or less and an eave height of 10 ft or less shall not be required to be protected.

ONLINE SUBMITTAL REQUIREMENTS

- 1 set of construction drawings meeting the above requirements
- Completed digital permit application and copy of signed contract.
- 1 copy of fully dimensioned plat of survey
- Contractors must be registered and bonded with the Village prior to the permit being issued