Permit Procedure

☐ Complete and sign a Building Permit Application.
☐ All contractors must be registered, licensed and bonded accordingly.
☐ Grading Plan. The grading plan must include top of foundation, finished grade, proposed topo and full limits or proposed grading. The information provided must be sufficient to verify proper drainage patterns and that there will be no adverse impact to adjacent properties.
☐ Submit 2 copies of a scaled plat of survey with the garage and driveway elevations, locations and all dimensions indicated.
☐ Submit 2 copies of the framing plan (floor plan and wall section).

Foundation

☐ Garages 600 square feet or less may utilize a slab-on-grade with thickened edge or turned-down footings. The minimum depth and width of this footing is 12 inches. See attached drawing for clarification.
☐ Garages greater than 600 square feet must use 42 inch deep spread footings or trench foundation.

Wall construction:

☐ The wall length next to the doors and windows must be a minimum of 2 feet. The garage wall must be sheathed entirely with a minimum of 3/8-inch structural sheathing, including gable ends. The sheathing for 2 feet from every corner shall be nailed 6 inches on center along the edges and 12 inches on center in the field of each sheet.

Electrical Requirements (if installed)

☐ A disconnect is required at the detached garage.
☐ Minimum burial depth is 6 inches for intermediate conduit, 18 inches for PVC, 12 inches if GFCI-protected.
☐ All receptacles for garage, which are readily accessible, shall be GFCI protected.
☐ A wall switch-controlled lighting outlet shall be installed in the garage.
☐ A wall switch-controlled lighting outlet shall be installed at the exterior side of the man door.
☐ All electrical installations must meet the National Electrical Code.

Other Considerations

☐ The maximum height of the garage shall not exceed 15 feet.
☐ The combined area for garage spaces located on the property may not exceed 750 square feet. The minimum size is 440 square feet.
☐ No portion of the garage, including the roof overhang may encroach into any easement.
☐ The garage must be located not less than 3 feet from the side property line and 5 feet from the rear property line.

Inspection Requirements

☐ Pre-pour inspection prior to pouring concrete for footing or slab form.
☐ Framing rough – Once the walls and roof are constructed.
☐ Electrical rough (if installed) – After conduit and receptacles are in place but prior to connecting power.
☐ Final Inspection – When detached garage and driveway are complete.
☐ Call Code Enforcement at (847) 781-2631 to schedule an appointment.