

DECKS & PORCHES

Village of Sugar Grove – Building Division
601 Heartland Drive
Sugar Grove, IL 60554
630-466-8954-phone 630-466-1083-fax
Monday – Friday 8:00 a.m. - 4:30 p.m.
permits@sugar-grove.il.us

BUILDING PERMIT - Allow 7 (seven) to 10 (ten) working days for processing.

PLAN REVIEW

Please submit a completed building permit application and a drawing of the item to be built including details and dimensions, post locations and size, framing layout with type of material, and material dimensions. Include any electrical being installed. Draw the improvement location in proximity to primary use building and lot lines on a plat of survey and a copy of the homeowner accepted proposal or contract or homeowner authorization.

REQUIRED CONTRACTOR INFORMATION

All private contractors that perform any installation shall be licensed with the Village of Sugar Grove. If the contractor is not currently licensed with the Village, an application can be obtained from the http://www.sugar-grove.il.us/Dept_CD/BP_contractor.pdf or by contacting the Building Division at 630-466-8954. The contractor's fee is \$165 and is valid for one year from the date of application.

INSPECTIONS

Inspections may include post holes or footings (prior to pouring any concrete), rough framing, underground electrical, and final. Please call 630-466-8954 ext. 35 to schedule an inspection. Be prepared to give contact name and phone number, address, permit number, type of inspection, and the date and time (am or pm) of day you would like the inspection. **A 24-HOUR NOTICE MUST BE GIVEN.**

PERMIT FEE

- The permit fee for additions is based on square footage and is to be paid when you pick up the permit after review and approval.
 - \$27.00 per 100 square feet and 10% of the cost of the permit is added for plan review
 - Electric is charged as an additional \$40.00 per inspection (minimum of one inspection)
- **NO WORK CAN COMMENCE UNTIL THE PERMIT HAS BEEN ISSUED. WORK STARTED PRIOR TO ISSUANCE OF PERMIT, WILL INCUR A PENALTY OF DOUBLE THE PERMIT FEE.**

MISCELLANEOUS INFORMATION

- 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.
- Decks are not allowed in any easements. Verify with your HOA as to any requirements.
- Postholes or footings are required and must be 42" deep. Postholes must be a minimum of 10" in diameter.
- Minimum railing height is 36" high with less than 4" between balusters.
- Maximum riser height for stairs is 7 ¾" and the minimum tread is 10", minimum width for stairways is 36". Risers must be consistent & shall not exceed the smallest by more than 3/8" and there shall be a floor (not less than the width of the stairway served, minimum of 36" in the direction of travel) at the top and bottom of each stairway.
- All stairs with 4 or more risers must have continuous graspable handrails from directly above the top riser to directly above the lowest riser with returned ends or terminated in newel posts.

- According to Ordinance #614 the erection, demolition, alteration or repair may only occur between the hours of **6:30 a.m.** and **8:30 p.m.**