

# DRIVEWAYS

**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](mailto: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 scaled plan using a recent plat of survey with accurate dimensions of the driveway at the public sidewalk and curb line and location on the lot. Also include the type of material to be used in the construction.

## **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](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**

An inspection is required before pouring any concrete or laying any asphalt.

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, as well as 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 of \$60.00 must be paid when the permit is picked up after review and approval.
- **NO WORK CAN COMMENCE UNTIL THE PERMIT HAS BEEN ISSUED. WORK STARTED PRIOR TO ISSUANCE OF PERMIT, WILL INCUR PENALTY OF DOUBLE THE PERMIT FEE.**

## **MISCELLANEOUS INFORMATION**

- 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.**
- Concrete driveways need to be a minimum of 4 inches thick. Sidewalk and approaches 6 inches thick. All shall be over a 4 inch compacted stone base. Wire or fiber mesh is not allowed in the approach portion.
- Bituminous (asphalt) driveways shall be constructed with a minimum of 2 ½" of asphalt over a 6 inch thick stone base.
- All residential driveway approaches shall be constructed with a roll near the curb line to make a neat transition to the curb opening with expansion material between the apron & back of curb.
- The approach shall have a street radius or straight flare of 3' (three) on each side, but not to exceed a maximum of 26' at the curb.
- No driveway shall be less than 9 (nine) feet or more than 20 (twenty) feet wide as measured at the property line (sidewalk).
- Driveways shall not be located closer than 1 (one) foot from any interior side or 5 (five) feet from a rear lot line.