



WHAT YOU NEED WITH YOU

- ▶ Quick Permit Application.
- ▶ Permit fee. Please refer to the building permit fee chart.
- ▶ Plat of survey or site plan showing the locations, dimensions, and set backs of all existing and proposed improvements. All garages must be located at least 4 feet from any other building. Setbacks from property lines vary by zoning districts.
- ▶ Elevations of the garage.

WHAT YOU SHOULD KNOW

- ▶ This Quick Guide is for a new detached garage less than 490 sq. ft.
- ▶ A garage is defined as an accessory structure consistent in style with the primary structure on the property.
- ▶ No work can begin prior to a permit being issued.
- ▶ All projects are subject to zoning approval.
- ▶ If the property is located in the Historic District, a Certificate of Appropriateness (COA) is required.
- ▶ Many subdivisions have private covenants and restrictions which supersede City zoning requirements. The City does not enforce covenants and restrictions. It is recommended that property owners check with the homeowner's association prior to commencing any work.
- ▶ A pre-pour inspection may be scheduled as an option. This extra inspection can help verify the location of the garage prior to installation and could eliminate the need for major corrections.
- ▶ A final inspection is required once the work is complete. Contact the City of Elgin to schedule the inspection.
- ▶ Before you dig, contact JULIE at 1-800-892-0123 to locate utility lines.

REQUIREMENTS

1. **Materials:**

- a) Garages must be consistent in appearance with the residence located on the property. The roof and the siding need to match the house. In all residence districts, accessory buildings shall be constructed in a manner consistent with the roof type (gable, gambrel, hip, mansard, etc.) used on the principal building(s) on the zoning lot. If there exists more than one roof type on the principal building, the predominant roof type shall be constructed on the accessory building. 100 percent of each street facing wall surface and at least 50 percent of all other wall surfaces shall be constructed with exterior building materials compatible with the materials used on the principal structure.

2. **Easements:**

- a) Garages must be located outside of any/all easement areas. Garages placed near drainage easements shall be installed so as to not impede the flow of storm water.

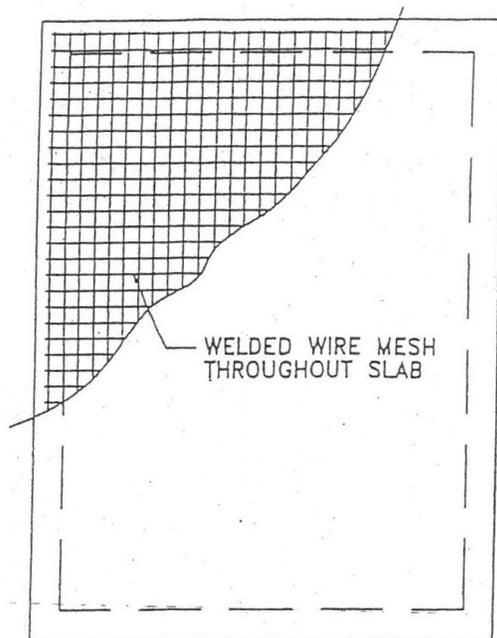


Call J.U.L.I.E. before you dig!
Dial 8-1-1 or 800-892-0123 to locate utility lines.

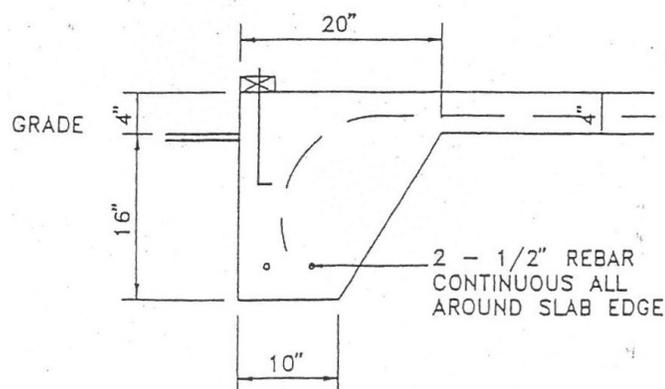


3. **Foundations:**

- a) Foundation walls and footing may not be less than 42 inches below finish grade, 8-inch minimum thickness at the top and shall be flared to not less than 12 inches at the bottom.
- b) Grade beam construction is permitted on garages 490 square feet or less in area, consisting of a 4-inch concrete floor on at least 4 inches of crushed stone, sand or gravel, poured monolithically with a minimum 10-inch thickened outer edge with a width of 20 inches around the perimeter of building, said 20-inch grade beam to be of equal depth and bear on undisturbed soil (See image below).
- c) Comply with construction requirements for one-story dwellings with the following exceptions:
 - Combined foundation wall and footing allowed provided it goes down 42 inches below grade and the bottom is flared to 16 inches.



GRADE BEAM SLAB





4. Wall and Roof Construction:

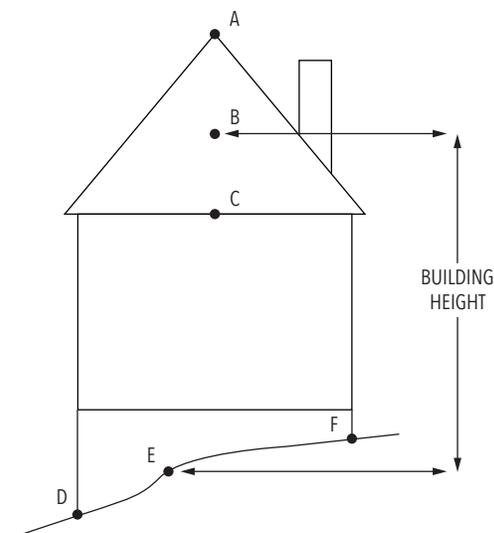
- a) Studs, maximum spacing 24 inches O.C. Doubling of studs not required on jambs of openings less than 3 feet wide.
- b) Wall sheathing and building paper may be omitted if corner bracing is used. Each corner is to be braced from top outward in two directions to a minimum of 72 inches from corner at the sill plate, and may be applied to the inside of studs, minimum 1" x 4".
- c) Corner post may be two 2 x 4's or one 4" x 4".
- d) Top plate may be single, provided rafters occur directly over studs and plate at corners is lapped to provide tie.
- e) Rafter ties at eaves not less than 2" x 4", maximum spacing 6 inches O.C.
- f) Concrete floor, minimum 4 inches of concrete on minimum 4 inches of crushed stone, sand, or gravel.

5. Electrical:

- a) Garages shall have one switch-controlled light outside the door, one switch-controlled light inside the garage, and one ground fault circuit interrupted (GFCI) receptacle inside the garage located 48 inches above the floor. Any additional receptacles will need to be ground fault circuit interrupted (GFCI) protected.

6. Building Height:

- a) In residential zoning districts and the CF community facility district, the height of the garage shall not exceed 15 feet, except that in historic preservation districts, garages shall not exceed 25 feet in height. In all other zoning districts, the garage shall not exceed the height of the principal building.
- b) Garage height is the vertical distance measured from the established average grade at the foundation to the highest point of the underside of the ceiling beams, in the case of the flat roof; to the deck line of a mansard roof; and to the main level of the underside rafters between the eaves and the ridge of a gable, hip, or gambrel roof. Chimneys, spires, towers, elevator penthouses, tanks, and similar projections other than signs shall not be included in calculation the height (see image below).



- a) Point A is the ridge of the roof.
- b) Point B is the average level of the underside of the rafters between the eaves and the ridge of the roof.
- c) Point C is the underside of the rafters at the eave.
- d) Point D is the minimum grade at the foundation.
- e) Point E is the average grade at the foundation.
- f) Point F is the maximum grade at the foundation.