



# JOLIET BUILDING & INSPECTIONAL SERVICES DIVISION

## PERMIT INFORMATION FOR GARAGES & CARPORTS

NOTICE: If permit submissions are incomplete, and/or submitted without the required permit information and supporting documents, they will be returned to the applicant.

### Required Permit Information:

- An accurate plat of survey with the placement of the proposed structure clearly marked.
- Completed Garage/Carport Permit Application
- Completed Residential Accessory Structure Form
- Measurements - Garage/ Carport Details & Driveway Details
- Structural Drawings
- Homeowner's Association approval, if applicable.
- Cost Estimate
- Copy of the contract, if the work is being completed by a Contractor.

If a Contractor is performing the work, then the Contractor must be the one to pull the permit (per Sec. 8-36 of the City of Joliet Code of Ordinances).

**Permit Fee:** \$65 for up to \$7,000 worth of work, this includes labor & material.

An additional \$10.00 per \$1,000.00 project cost above \$7,000.00 to be added.

## DETACHED GARAGE & CARPORT REQUIREMENTS:

- Garages and carports must be located out of all Public and Utility Easements.
  - When there are no easements, garages and carports may be placed up to 3 ft. from the property lines.
  - The garage/carport must be located 60 ft. from the front property line.
  - The garage must not be taller than one story, 20 ft. high to top of roof ridge. Wall height must not exceed 10 ft. high.
  - The garage/carport must be smaller in footprint than the house (first floor square footage).
  - When a garage door faces an alley, the garage must be 10 ft. from the alley and 3 ft. from the side lot line.
  - When a garage door does not face an alley, the garage can be located 3 ft. from the alley and the side lot lines.
  - If the garage/carport is located less than 6 ft. from the house, the garage/carport must be code compliant (Contact Building Inspector).
  - Detached accessory structures larger than 200 sq. ft. in area shall be constructed to complement the principal structure (building material and colors).
  - Detached accessory structures larger than 120 sq. ft. in area must include a concrete foundation approved by the Building Inspections Department.
  - There is to be only one detached garage or carport allowed per residential property, including properties with multiple lots.
  - All structures (excluding driveways, sidewalks, pools, unroofed decks/patios, & fences) on a lot must cover no more than 30% of the total lot area.
  - All garages and carports are required to include and maintain a paved driveway.
- Corner Lots:** No garage or carport will be allowed in the required 20 Ft. Corner Side Yard Setback.

## ATTACHED GARAGE & CARPORT REQUIREMENTS:

- Attached garages & carports must remain out of all easements.
- Lot coverage must not exceed 30% (includes any structure with a roof).
- Must remain at least 6 ft. from other roofed structures.
- All new garages & carports require a paved driveway.

### Setbacks vary depending principal residence's zoning classification:

ZONING DISTRICT	NUMBER OF STORIES	MINIMUM FRONT YARD	MINIMUM REAR YARD	MINIMUM SIDE YARD	SUM OF SIDE YARDS
<b>R-1</b>	1-1 ½	30 ft.	25 ft.	8 ft.	20 ft.
	2-2 ½	30 ft.	25 ft.	10 ft.	25 ft.
<b>R-1A</b>	1-1 ½	30 ft.	25 ft.	6 ft.	15 ft.
	2-2 ½	30 ft.	25 ft.	8 ft.	20 ft.
<b>R-1B</b>	1-1 ½	30 ft.	25 ft.	6 ft.	15 ft.
	2-2 ½	30 ft.	25 ft.	8 ft.	20 ft.
<b>R-2</b>	1-1 ½	30 ft.	25 ft.	6 ft.	15 ft.
	2-2 ½	30 ft.	25 ft.	8 ft.	20 ft.
<b>R-2A</b>	1-2 ½	25 ft.	25 ft.	5 ft.	10 ft.
<b>R-3</b> Single-Family	1-1 ½	30 ft.	25 ft.	6 ft.	15 ft.
	2-2 ½	30 ft.	25 ft.	8 ft.	20 ft.
	1-1 ½	25 ft.	25 ft.	5 ft.	12 ft.
	2-2 ½	25 ft.	25 ft.	6 ft.	14 ft.

**Whenever a project requires digging please contact J.U.L.I.E., in advance, at 811 or online at <http://illinois1call.com> to mark underground utility lines.**

Permit # \_\_\_\_\_

Office Use Only



### CITY OF JOLIET

Building & Inspectional Services

150 W. Jefferson Street, Joliet, IL 60432

Phone: 815-724-4070 Email: permitapplication@joliet.gov

## Garage/ Carport Permit Application

If permit applications are incomplete, and/or submitted without the required permit information and supporting documents, they will be returned to the applicant.

All Contractor's must submit a copy of the contract with all permit applications.

Address:		PIN #:	
Lot #		Subdivision	

Single Family     Multi-Family - Number of Units \_\_\_\_\_

Is this property registered with the Neighborhood Services Rental Program?     Yes     No

### Description of Work

Type:  Garage     Carport

Placement:  Attached     Detached

Dimensions:

Length: \_\_\_\_\_ft. \_\_\_\_\_in.

Width: \_\_\_\_\_ft. \_\_\_\_\_in.

Height: \_\_\_\_\_ft. \_\_\_\_\_in.

Description of Work:

### Proposed Use Grid: For New Construction Only

Number of Stories	Material of Foundation	Material of Roof	Material of Siding	Footing (Inches)	Overhang (Inches)

Total Cost \$ \_\_\_\_\_

Work Being Completed By:  HOMEOWNER     CONTRACTOR

Homeowner's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

General Contractor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

<b>Concrete Contractor's Name:</b>		
<b>Address:</b>		
<b>Phone:</b>	<b>Email:</b>	
<b>Electric Contractor's Name:</b>		
<b>Address:</b>		
<b>Phone:</b>	<b>Email:</b>	
<b>Architect's Name:</b>		
<b>Address:</b>		
<b>Phone:</b>	<b>Email:</b>	
<b>Roof Contractor's Name:</b>		
<b>Address:</b>		
<b>Phone:</b>	<b>Email:</b>	
<b>Plumbing Contractor's Name:</b>		
<b>Address:</b>		
<b>Phone:</b>	<b>Email:</b>	
<b>HVAC Contractor's Name:</b>		
<b>Address:</b>		
<b>Phone:</b>	<b>Email:</b>	

**All information requested on this application must be completed to reflect the scope of work.**

Application is hereby made for a building permit and Certificate of Compliance/Occupancy, as required under Building Code and Zoning Ordinance of the City of Joliet for the erection, moving, alteration and use of building and premises. In making this application, the applicant represents all the following statements and any attached maps and/or drawings as a true description of the proposed new or altered uses and/or buildings. The applicant agrees that the permit applied for, if granted—is issued on the representation made herein and that any permit issued may be revoked without notice in breach of representation of conditions.

\_\_\_\_\_  
**Name (print)**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**





## RESIDENTIAL ACCESSORY STRUCTURES REVIEW FORM

### PRIVATE GARAGES AND SHEDS

*This form must be completed by the applicant prior to the issuance of a building permit for the construction, enlargement or modification to an accessory structure. Separate permits are required for electric, plumbing, gas and HVAC work as may be authorized under the building permit. When payment has been received and the application has been approved, a building permit will be issued.*

<b>Address</b>	
<b>Structure is</b>	<input type="checkbox"/> Detached from principal Structure <input type="checkbox"/> Attached to principal structure
<b>Number of Stories</b>	
<b>Use of Structure (please describe)</b>	
<input type="checkbox"/> <b>Shed:</b>	_____
<input type="checkbox"/> <b>Garage:</b>	_____

I hereby certify that I have read this form and know the information to be true and correct. I understand that construction will be inspected for compliance with ordinances governing this work and agree to abide by the same whether specified herein or not. I further understand that the granting of a permit does not presume to give authority to violate or cancel the provisions of any ordinance regulating construction or the performance of construction. Issuance of a permit does not imply or represent that proposed construction complies with subdivision or deed restrictions, restrictive covenants, or other conditions which may be applicable to a particular parcel of property. I further acknowledge that I am in compliance with all City of Joliet Zoning Ordinance regulations.

<b>Signature of Applicant:</b>		<b>Date:</b>	
<b>Printed Name:</b>		<b>Title:</b>	

# Plat of Survey Requirement

An accurate plat of survey is required for all permits for installation of, replacement of, and additions to fences, decks, pools, patios (with or without a roof), driveways, driveway aprons, sidewalks, garage/ carports, pergolas and similar structures, and additions. This includes the replacement of flatwork (driveways, aprons, sidewalks) with the same dimensions and location.

If you're having troubles locating your Plat of Survey, refer to these options:

1. Closing Papers from Purchase of Property.
2. Contacting the Mortgage Company.
3. FOIA (Freedom of Information Act) Request with the City of Joliet City Clerk's Office.

Note: This option may only yield results if the plat of survey was provided to the City of Joliet in the past for a building permit or a special zoning approval.

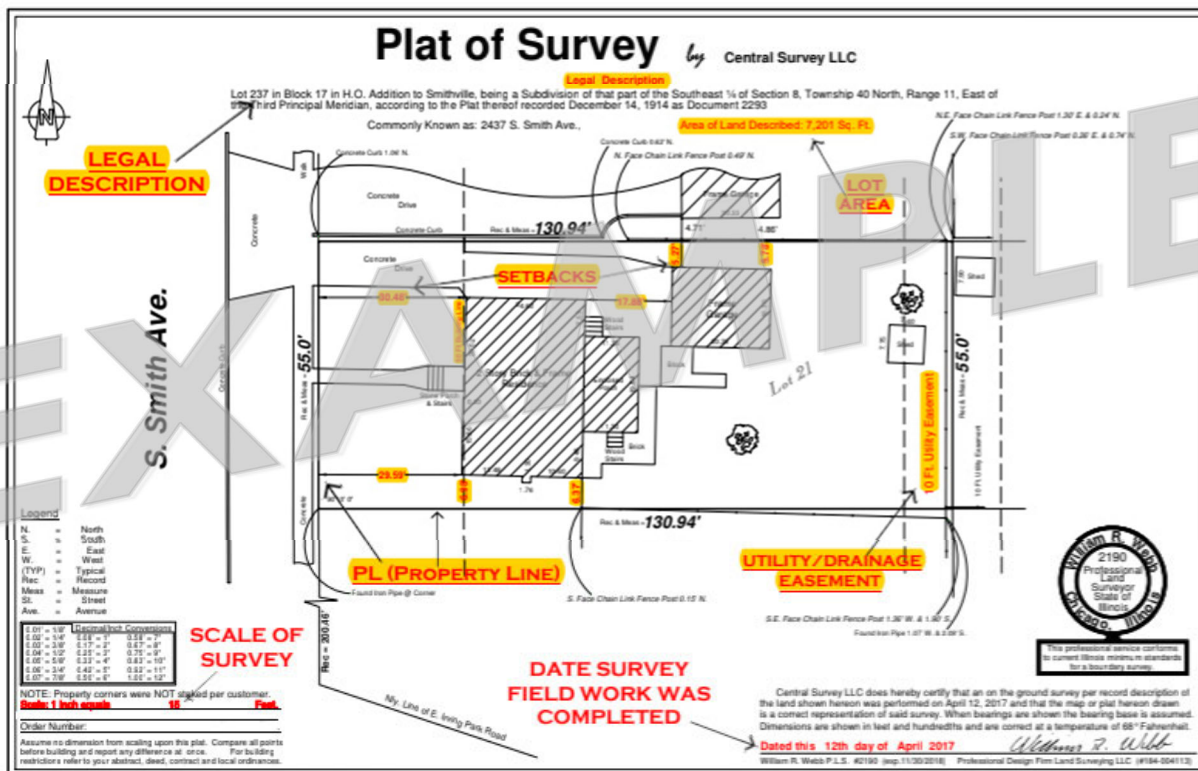
You may also try calling Local Surveying Companies for possibility of a copy.

If none of these options are successful in obtaining the Plat of Survey, you have to hire a Professional Land Surveyor to resurvey your lot. If you have any questions or concerns, please call the City of Joliet Building Department at 815-724-4070.

**Note:** The City of Joliet is not responsible for keeping plats of survey on file.

## Example Plat of Survey

Please do not use for building permit submittals







## Homeowner Associations (HOA's) that require prior approval before the City of Joliet will issue a building permit:

Ashford Place	Old Renwick Trail
Aspen Meadows	Prairie Terrace (Condos)
Brighton Lakes	Prairie Trail
Brookside	Regency Ridge (Condos)
Burr Oaks	Reserves @ Cedar Creek
Calla Terrace	Ridgefield Condos
Cambridge Run	Riverside at Ole Caton Farm
Campus Courtyards	Riverside Townes
Caton Ridge	Rock Run Point
Caton Ridge West (effective 3/25/21)	Sable Ridge (effective 10/20/23)
Caton Ridge South (effective 3/25/21)	Saint Paul's Estates
Century Oaks (Condos)	Sanctuary
Citadel on Rock Run	Saratoga West Condos
Clublands	Silver Leaf
Dames Executive Townhomes	Spangler Farms
Deer Run Estates	Springwood Condos
Eagle Ridge	Springwood South
Edgecreek Estates	Squires Mill
Estates @ Cedar Creek	Stone Creek
Fairway Estates II Condos	Theodore's Crossing
Fall Creek	Thorn Creek
Golfview Estates	Thornwood
Grand Prairie (Townhomes)	Timber Oaks (Condos & Townhomes) (9/8/23)
Greywall Club (Detached homes)	Timbers Edge Villas
Hampton Glen	Timberview
Heritage Lake (effective 8/12/24)	Twin Oaks
Hunters Ridge	Twin Oaks West
Inwood Terrace Condos	Waterford Pointe
Kearney Glen (effective 5/11/21)	Wesmere
Kendall Ridge (effective 6/27/23)	Wexford (single-family only)
Lakewood Falls Village (effective 5/4/23)	Wexford West (single-family only)
Lakewood Prairie (effective 5/13/21)	Whisper Glen
LeCarrow Glen Townhomes	Windsor Ridge
Legacy Pointe	Wooded Creek
Neufairfield	Woodland Terrace II
Neustoneshire	Villas @ Cedar Creek
Olde Mill Crossing (Townhomes)(9/8/23)	

**Please provide a copy of your homeowner association's approval letter with your building permit submittal information.**

UPDATED AUGUST 12, 2024

## Permit Fee Payment Options

Once your permit is approved and ready to be issued, you will receive an invoice via email. Please use one of the methods below to complete the payment. When making payments, please reference the Application Reference Number near the top left corner of the invoice you will receive.

### Option #1: By Phone (Credit/ Debit Card):

- Call: 815-724-3830 (you will speak with a person)
- Have the credit/debit card number ready
- Provide the application reference number in the upper left corner of the invoice

### Option #2: By Mail (Checks)

#### Send checks to:

Customer Service/ Building Permit  
City of Joliet  
150 W. Jefferson St.  
Joliet, IL. 60432

- Address all checks to **City of Joliet**.
- Include the application reference number from the invoice document on the memo line of your check.
- Include a copy of the invoice with mailed payments.

### Option #3: Blue Drop Payment Box (Checks):

The blue drop box is on the west side of Joliet City Hall, 150 W. Jefferson St., Joliet, IL 60432

Please follow the same directions as when mailing. Enclose payment in envelope, address envelope as if mailing. Include Customer Service/ Building Permit on first address line. Place payment in an envelope and address it to Customer Service / Building Permit. Include your application reference number from the invoice on the memo line of your check.

### After Payment

Once you have successfully paid for the permit, please notify the Building Department via the **permitapplication@joliet.gov** email address with the application reference number and address. Please note if you would like the permit emailed or mailed to a particular address.

The payment system is not automated and the Building Department does not receive notifications when payments are made. Building permits will not be issued in-person over the counter.

### Building & Inspectional Services Division

Phone: 815-724-4070 | Email: [permitapplication@joliet.gov](mailto:permitapplication@joliet.gov)

Joliet City Hall  
150 W. Jefferson Street, Joliet, IL 60432  
First Floor, South Wing