

SINGLE FAMILY RESIDENTIAL DETACHED GARAGE & SHED PERMIT INFORMATION

COMMUNITY DEVELOPMENT DEPARTMENT
(847) 506-6030 www.cityrm.org/rmcd

This information is designed to assist an applicant in applying for a permit for a detached garage or shed that will meet the codes of the City of Rolling Meadows. Elaborate plans may involve more than the information contained herein is intended to cover.

An accessory building greater in area than 64 sq. ft. and/or greater in height than 12 feet. must have a permit to be constructed. If a permit is not required, the structure must still comply with zoning and building regulations. Some major considerations are location on the lot, drainage and stability.

- Accessory buildings (garages, sheds, etc..) are to be a minimum of six (6) ft. from house, measured between roof eaves.
- The maximum lot coverage by structures (including the house) is 30%.
- Maximum height above grade, measured to the top of the ridge is 15ft. 6 inches.
- Maximum allowable size garage is 1,000-sq. ft. or 9% of the lot size, whichever is less.
- If a garage or shed is set back at least 65 ft. from the front property line it may be no closer than 30 inches to the side property line.
- If it is set back less than 65 ft., then a 10 ft. side yard is the minimum. The structure must be at least 5 ft. from the rear property line.
- In no case should a shed or garage be placed on an easement.
- Also, in no case shall such a structure be located in the front building setback (generally set back 30 ft.) and this includes both frontages of a corner lot.
- Driveway extensions to a new garage must be in compliance with the driveway code.

The placement of an accessory building must not interfere with the natural overland drainage. It must also be soundly constructed to withstand wind, snow and all other loads that may be expected. Smaller sheds not anchored to concrete should have other suitable anchoring methods to prevent wind uplift. Existing sheds and garages must be maintained at a level of repair and condition prescribed by the City's Property Maintenance Code. No accessory structure is to be located in a drainage easement.

If you plan to demolish your existing garage, you will also need to complete the Garage Demolition application. In addition to the city demolition permit, you will also need to obtain a Cook County demolition permit. Applications for Cook County demolition permits are available on their website at www.cookcountygov.com.

Note: Special circumstances or unique designs may require the plan reviewer in the Community Development Department to ask for additional information or details

1. Submit three (3) sets of building plans showing:

- ◆ Elevation drawings (front, side & rear)
- ◆ Cross-section showing typical wall, floor and foundation construction.
- ◆ Full floor plan indicating all electrical and mechanical work.
- ◆ On additions show common wall between the existing and proposed construction. Also show all existing windows and door openings in common walls.

2. Submit two (2) copies of the plat of survey

3. Submit site plan showing:

- ◆ Existing and proposed structures
- ◆ Indicate all required setbacks
- ◆ Grading and drainage plan
- ◆ Height of top of foundation above grade

4. Submit all required permit applications, licenses and bonds

- ◆ Please visit our webpage www.cityrm.org/rmcd for license, certificate of insurance and bond requirements for contractors.

Detached Garage and Shed Construction Information

(This handout is to be completed and submitted with your plans)

◆ **Roof Construction:** Hip Gable Other _____

Building height above grade is: _____ ft. (15 ½ ft maximum)

Roof pitch _____/12

If roof trusses, provide engineer stamped drawings.

____ # roof shingle with 15# building paper _____ roof sheathing

2 x _____ roof rafters _____ on-center

2 x _____ ceiling joists _____ on-center

or

_____ x _____ rafter ties _____ on-center

2 x _____ ridge board

◆ **Wall Construction:**

Double 2 x 4 top plates

2 x 4 studs at 16" on-center

Continuous 2 x 4 bottom plate (treated, decay-resistant)

With ½" x 10" long bolts at 6'-0" on-center and

1'-0" in from each corner.

Corner Bracing:

½" _____ sheathing with

1 x 4 let-ins or 4' x 8' ½" thick plywood

sheathing on corners.

Exterior siding type: _____

◆ **Headers**

Overhead garage door: (check one)

16 ft. minimum door header:

Min. 2-2 x 14's 3-2 x 12's

Other _____

8 ft. minimum door header:

2-2 x 10's 2-2 x 12's

or Other _____

Man door & windows:

2-2x _____

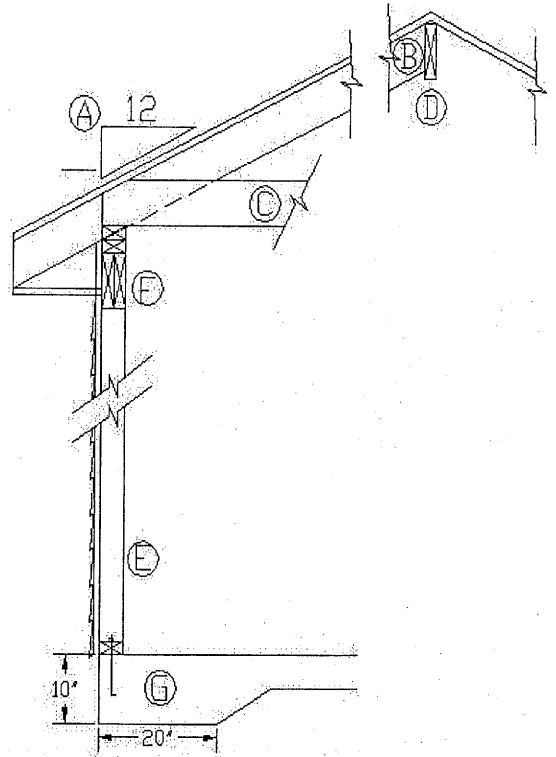
◆ **Concrete Slab & grade beam:**

Dimensions as shown are minimum

Integral pad- show dimensions of alternate is to be used

#10- 6x6 wire minimum

Minimum 4" concrete over 4" gravel





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Roofing & Re-Roofing Addendum

Address of Installation _____

Contractor's Name _____

State Roofer's License Number _____

Ice Protection: All new installations and re-roofs must be provided with a self-adhering polymer modified bitumen sheet (ice & water shield) , extending from the eave's edge to a point at least 36 inches inside the exterior wall line of the building.

Type of roof to be installed if steep slope roof: Minimum 15 lb. underlayment

Fire Classification _____

- | | |
|---|---|
| <input type="checkbox"/> Fiberglass/asphalt shingles – weight: _____ | <input type="checkbox"/> Non-interlocking clay or cement tile – submit manuf. specs |
| <input type="checkbox"/> Asphalt roll roofing – weight: _____ | <input type="checkbox"/> Metal shingle – submit manuf. specs |
| <input type="checkbox"/> Asphalt shingles – weight: _____ | <input type="checkbox"/> Slate shingle – submit manuf. specs |
| <input type="checkbox"/> Asbestos – cement shingles – weight: _____ | <input type="checkbox"/> Wood shingle – submit manuf. specs |
| <input type="checkbox"/> Interlocking clay or cement tile – submit manuf. specs | <input type="checkbox"/> Wood shakes – submit manuf. specs |
| <input type="checkbox"/> Other | |

Type of roof to be installed if low slope roof: Minimum 30 lb. underlayment

Fire Classification _____

- | | |
|--|--|
| <input type="checkbox"/> Aggregate surfacing | <input type="checkbox"/> Thermo set single-ply roof covering |
| <input type="checkbox"/> Asphalt-coated glass fiber venting base sheet | <input type="checkbox"/> Thermoplastic single-ply roofing covering |
| <input type="checkbox"/> Asphalt glass felt | <input type="checkbox"/> Modified bitumen roof covering |
| <input type="checkbox"/> Asphalt saturated organic felt base sheet | <input type="checkbox"/> Spray-applied polyurethane-foam roofing covering system |
| <input type="checkbox"/> Asphalt coated organic felt (perforated) | <input type="checkbox"/> Liquid applied roof coating (specify) |
| <input type="checkbox"/> Coat-tar saturated organic felt | <input type="checkbox"/> Metal sheet roof covering |
| <input type="checkbox"/> Mineral-surface inorganic cap sheet | |

Number of existing roofs: _____ Existing Roof: Will Remain Will be removed

Attic Venting (check applicable items)

- | | |
|--|---|
| <input type="checkbox"/> Existing vents to remain | <input type="checkbox"/> New vents using new openings |
| <input type="checkbox"/> Gable vents | <input type="checkbox"/> New ridge venting |
| <input type="checkbox"/> New vents using existing openings | |

Project #: _____

Permit #: _____