

City of Sandwich
Building Department
144 E. Railroad Street
Sandwich II 60548
815-786-8802

Garages/ Unattached Sheds

This informational guideline has been developed to identify the minimal requirement to install either a detached garage or a shed. The information provided outlines information that is pertinent to the City of Sandwich's adopted Building Codes, Ordinances and required inspections. These guidelines are by no means all inclusive, but they do identify the most critical requirements that are involved in this type of project. State law requires you to call J.U.L.I.E. (811 or 800-892-0123) before any digging project.

Need to Submit

1. Building permit application
 - a. Application shall be completed with all required information that is pertinent to the proposed scope such as: site address, description of work, contractors to be used on job, total cost of job, applicant contact information.
 - b. Provide two copies of plan showing detached garage details; (A sample copy is included in this packet) or a plan by others.
 - c. Provide legal Plat of Survey marked to identify the proposed location with existing accessory buildings.

2. Procedure steps
 - a. Fill out application for permit with plats of survey.
 - b. It is applicant's duty to insure their Homeowners Association (if applicable) approval before starting work. This is **not** performed by the City of Sandwich.
 - c. Approval will be given/ denied from the building department and applicant will be informed of decision.
 - d. Fees:
 - i. Unattached garage / \$100.00
 - ii. Sheds under 200 s.f. / \$75.00
 - iii. Sheds 200 s.f. and over/ \$100.00 and must be on concrete
 - iv. Permit fees are doubled if work is commenced prior to the issuance of the building permit.
 - e. Inspections needed. Applicant **MUST** make these calls to set up inspections
 - i. Before installing concrete. Forming complete and base compacted.
 - ii. Electrical rough and final (if applicable)
 - iii. Final inspection/ Siding, backfill and landscaping complete.

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Significant Codes- Building

Wind Load

All garages must be anchored to the concrete in order to resist the wind loads that will be placed upon it. The anchorage of the garage must be achieved by attachment to anchor bolts imbedded in concrete. Every wall needs at least two (2) anchor bolts and at six foot (6) maximum intervals throughout length of wall. All sheds under 200 s.f. must be attached to ground anchors. Sheds 200 s.f. and over must be anchored to concrete as described above.

Electrical Conductors

Clearances from buildings for conductor (less than 600 volts). All structures shall be clear of overhead electrical lines by 8 feet vertical. Provide a minimum 3 feet horizontal clearance to all structures.

Significant Codes- Zoning

Maximum size

Accessory Buildings in residential Districts: No accessory building or portion thereof shall:

- a. Exceed maximum dimensions of twenty-six (26) feet in width and thirty (30) feet in length;
- b. Exceed fifteen (15) feet in height;
- c. Have more than two (2) overhead doors.

Location and set back requirements

An accessory building in a side yard shall be no closer to the side lot than the required side yard setback. When located in a rear yard area, an accessory building shall be located no closer than three (3) feet to the rear lot line or to those portions of the side lot lines abutting such required rear yard, except where there is an accessory building with doors opening onto an alley, such building shall not be located closer than five (5) feet to the rear lot line. In a residential district, no detached accessory building shall be constructed closer than ten (10) feet from the principal building.

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Percentage of required Rear Yard Occupied:

No accessory building or buildings shall occupy more than forty percent (40%) of the area of a required rear yard.

Easements:

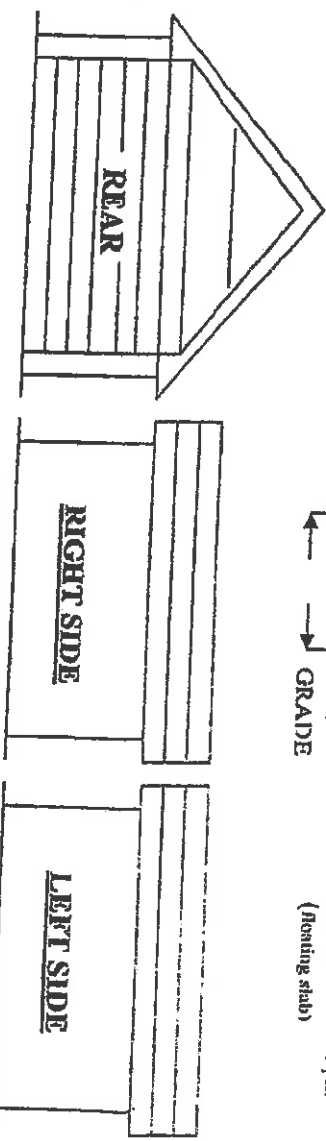
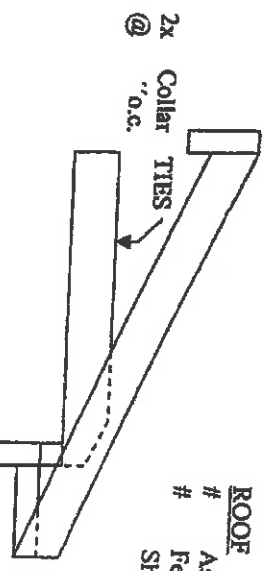
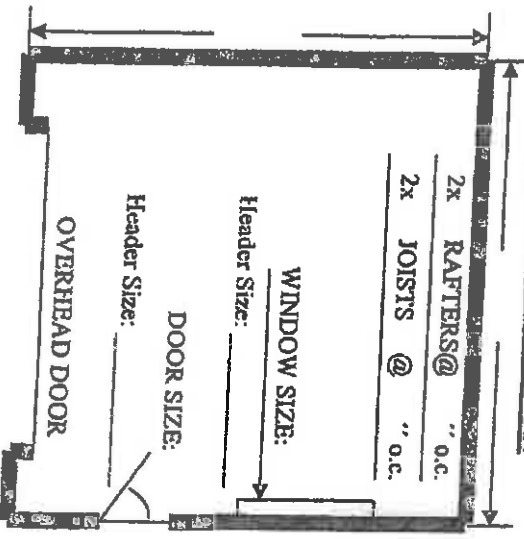
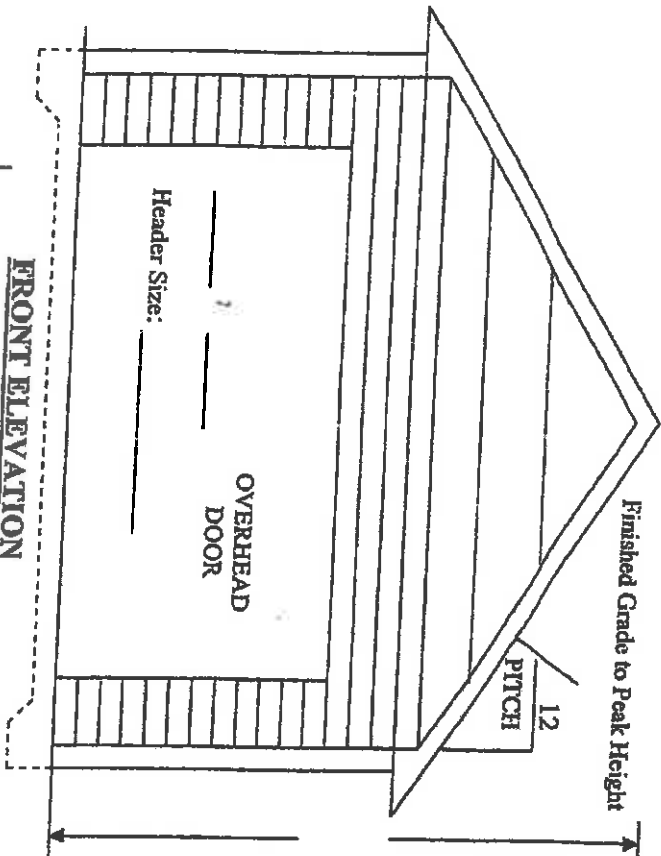
Garages are prohibited from being located within a utility or drainage easement.

Address _____

Date _____

DETACHED GARAGE / SHED

Using the illustrations below, draw in size and locations of all doors & windows.
NOTE: These are not complete plans - please fill in your measurements and specifications in the designated blank areas.



- 2 copies of your plat of survey accurately indicating the following:
- A) Location and dimensions of the proposed garage/shed
 - B) Locations and dimensions of all structures on the lot.
 - C) The distance from the shed to the lot lines and other nearby structures.