

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

# DETACHED GARAGE - SHED



Building & Code Enforcement Division

200 S Fourth Street - DeKalb, IL 60115

Phone: (815) 748-2070

Call JULIE 800-892-0123, (24 hours a day, 365 days a year)

## DETACHED GARAGE or SHED PERMIT APPLICATION

### LOCATION OF INSTALLATION

Please provide the address → → →

### PERMIT SUBMITTAL REQUIREMENTS

- ✓ A detailed site plan of proposed installation is required indicating setbacks and easements.
- ✓ A detailed drawing of proposed construction must be provided.
- ✓ A material list must be submitted.
- ✓ *If Electricity is added, a contractor registered with The City of DeKalb must be used.*

After permit application submittal, the review process will begin. If no other information is requested, standard permit approval can be expected in approximately 5-7 business days. Once the permit is approved, we will call or contact you by email to pay for your permit and pick up your Building Permit Placard.

TYPE OF PERMIT:	HOW MANY STALLS	DIMENSIONS
<input type="checkbox"/> DETACHED GARAGE	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3	X
<input type="checkbox"/> SHED (120 sq ft or larger)		X

### PROPERTY OWNER'S INFORMATION If Property Owner is the applicant, check here →

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

### CONTRACTOR'S INFORMATION If Contractor is the applicant, check here →

NAME: \_\_\_\_\_ Registration #

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

ELEC. CONTRACTOR: \_\_\_\_\_ Registration #

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

**SIGNATURE OF APPLICANT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Permit Fees: Detached Garage • \$120 for a single stall • \$45 for each additional car space /// Shed • \$60.00 /// If Electrical, HVAC or Plumbing is added • Fee to be advised**

### CITY OF DEKALB USE ONLY

Sent to Engineering?

YES     NO

APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_ FEE: \_\_\_\_\_