



*Village of Tinley Park - Building Department*  
**Garages – Detached and Attached**  
**Permit Requirements**

16250 S. Oak Park Avenue  
Tinley Park, Illinois 60477  
(708) 444-5100 Fax (708) 444-5199  
www.tinleypark.org

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**The following information must be filled-out on the application in order to approve the permit.**

- Date of Application
- Name of Owner of Property and Phone Number
- Project Address
- Description of Project
- Cost of Project
- All contractor's hired on the project: Name, Address, and Phone Number  
(Indicate "Homeowner" if a licensed contractor is not being used)
- Sign and Date Permit Application
- Submit Drawings and Plat of Survey
- Engineered grading plans may be required

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**PLAT OF SURVEY**

A Plat of Survey of the property must accompany the permit application. This will not be returned to the property owner; however, our office would be happy to make a copy. Draw the garage dimensions, draw the distance from the garage to the side, and rear lot lines.

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**FEE**

The fee for a garage permit is \$125.00. Payment is not required until the permit is picked-up at the Clerk=s Office.

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**PERMIT ISSUANCE**

Permits take approximately **SEVEN TO TEN BUSINESS DAYS** to process. The Building Department will notify the property owner by telephone when the permit is ready. **All permits are to be picked-up at the Village Clerk=s Office located in the Village Hall, NOT the Building Department.**

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**PERMIT EXPIRATION**

The life of a permit is six (6) months from the date of issue. A permit may be extended past the six (6) months by submitting a written request for extension, to be approved by the Building Commissioner. If work has not started within three (3) months of the date of issue, the permit will be void unless a written request is submitted for extension, and approved by the Building Commissioner.

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**CONTRACTORS**

All contractors doing work in the Village of Tinley Park must be licensed and bonded with the Village prior to starting work. Permits will not be issued unless all contractors noted on the permit are licensed and bonded. At any time during the permit approval process or during construction after permit is approved and issued, a decision is made to change any contractor listed on the application, a Change of Contractor form must be completed and submitted to the Building Department. Verification of the new

contractor's license and bond status as current must be confirmed by the Village before work on the project can resume.

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### PROPERTY OWNERS

The owner of the property where work is to be performed is responsible for filling out the permit application and obtaining the permit before any construction is performed. Property owners may give permission for a contractor or any other party to apply for the permit and obtain it, but is still responsible. **A permit is also required for replacements.**

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### J.U.L.I.E.

Please call the Joint Utility Locating Information for Excavators (J.U.L.I.E.) at least 48 hours prior to any digging. Please call 1-800-892-0123.

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### DETACHED GARAGES

#### ONE-STORY FRAME DETACHED

Maximum size cannot exceed 720 square feet and length or width shall not exceed 34 feet. Engineered grading plans may be required.

A detached garage must be placed a minimum of ten (10) feet to the rear of the residence as sighted across the driveway, and a minimum of five (5) feet from the rear lot line, and a minimum of five (5) feet from the side lot line. No portion of the structure, including roof overhang or eave shall project into or over any dedicated easement. On the survey, please draw the garage dimensions and show distance from the garage to the side and rear lot lines.

Total height of a pitched roof garage shall not exceed nine (9) feet at the eaves and eighteen (18) feet at the roof peak when measured from the finished floor. Total height of a flat roofed garage shall not exceed twelve (12) feet measured from the finished floor to the highest point of the parapet, fascia, roof surface, or any other portion of the structure.

Floors:

- Remove all top soil, loose fill and organic matter under entire area of garage including foundations.
- Install not less than four (4) inches layer of well-compacted gravel, crushed stone, or sand.
- Install not less than five (5) inches of concrete (minimum six (6) bag mix), reinforced with wire mesh complying with ASTM A-185; minimum size 6" x 6", #10 x #10. Pull reinforcing up into slab when pouring. In lieu of wire mesh, fiber mesh is an acceptable material.
- Pitch floor to doors, to drain efficiently.

Comply with construction requirements for one-story dwellings with the following exceptions:

- Grade beam construction permitted, consisting of a five (5) inches concrete floor on a minimum four (4) inches of crushed stone, sand or gravel, poured monolithically, with a minimum twenty (20) inches deep outer edge, a width of ten (10) inches around perimeter of building.

- Concrete under sill plates to be a minimum of six (6) inches above finished grade.
- Studs, maximum spacing twenty-four (24) inches on center. Doubling of studs not required on jambs of openings less than 3'5" wide.
- 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" from corner at sill plate, and may be applied on the inside surface of studs, minimum 1" x 4".
- Corner post may be two (2) 2" x 4" or one (1) 4" x 4".
- Top plate may be single, provided rafters occur directly over studs and plate at corners is lapped to provide tie.
- Rafter ties not less than 2" x 4", maximum spacing six (6) feet on center.
- No fuel burning device shall be installed in any garage, unless AGA approved, vented, gas fired, with sealed combustion chamber.
- Overhead door heights are 6' 6" minimum - 10' maximum
- Service door height is 6' 8" minimum – 8' maximum
- Materials for roof construction must be either asphalt shingles, or may match roofing used on an existing dwelling located on the same lot as the new detached structure.

**Electrical:**

- Private or residential garages shall have a minimum of one (1) ceiling light, one (1) switch and one (1) GFI receptacle (any additional receptacles must also be GFI). The garage or building shall be on a separate circuit
- The electrical feeder or branch circuit to garage shall be underground (in threaded galvanized conduit not less than 6 inches below finished grade). If PVC conduit is used, a non-current carrying bonding conductor shall be connected between the supply cabinet and the first junction box in the garage. It shall not be less than 18 inches below grade. If direct burial cable is used a non-current carrying bonding conductor shall be connected between the supply cabinet and the first junction box in the garage, and shall be not less than 24 inches below finished grade. Conduit and/or cable run underground shall not be covered until inspected and approved by the electrical inspector. If direct burial cable is used it shall be enclosed in threaded galvanized conduit where it bends to come up out of the trench. Bushings shall be used at the conduit end where the cable enters or exits the conduit.

## **ONE-STORY SOLID MASONRY DETACHED**

Maximum size cannot exceed 720 square feet and length or width shall not exceed 34 feet. Engineered grading plans may be required.

A detached garage must be placed a minimum of ten (10) feet to the rear of the residence as sighted across the driveway, and a minimum of five (5) feet from the rear lot line, and a minimum of five (5) feet from the side lot line. No portion of the structure, including roof overhang or eave shall project into or over any dedicated easement. On the survey, please draw the garage dimensions and show distance from the garage to the side and rear lot lines.

Total height of a pitched roof garage shall not exceed nine (9) feet at the eaves and eighteen (18) feet at the roof peak when measured from the finished floor. Total height of a flat roofed garage shall not exceed twelve (12) feet measured from the finished floor to the highest point of the parapet, fascia, roof surface, or any other portion of the structure.

Comply with construction requirements for one-story dwellings with the following exceptions:

- Footing, minimum size 10" deep by 20" wide. Bottom of footing shall be a minimum 3'6" below finished grade. Foundation walls to be formed both sides, minimum 8" thick poured concrete.
- For brick veneer framing, top of concrete foundation shall be not less than 4" above finished grade.
- Concrete under sill plates to be a minimum of six (6) inches above finished grade.
- Studs, maximum spacing twenty-four (24) inches on center. Doubling of studs not required on jambs of openings less than 3'5" wide.
- 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" from corner at sill plate, and may be applied on the inside surface of studs, minimum 1" x 4".
- Corner post may be two (2) 2" x 4" or one (1) 4" x 4".
- Top plate may be single, provided rafters occur directly over studs and plate at corners is lapped to provide tie.
- Rafter ties not less than 2" x 4", maximum spacing six (6) feet on center.
- No fuel burning device shall be installed in any garage, unless AGA approved, vented, gas fired, with sealed combustion chamber.
- Overhead door heights are 6' 6" minimum - 10' maximum
- Service door height is 6' 6" minimum – 8' maximum
- Materials for roof construction must be either asphalt shingles, or may match roofing used on an existing dwelling located on the same lot as the new detached structure.

Floors:

- Remove all top soil, loose fill and organic matter under entire area of garage including foundations.
- Install not less than four (4) inches layer of well compacted gravel, crushed stone, or sand.
- Install not less than five (5) inches of concrete (minimum six (6) bag mix), reinforced with wire mesh complying with ASTM A-185; minimum size 6" x 6", #10 x #10. Pull reinforcing up into slab when pouring. In lieu of wire mesh, fiber mesh is an acceptable material.
- Pitch floor to doors, to drain efficiently.

Electrical:

- Private or residential garages shall have a minimum of one (1) ceiling light, one (1) switch and one (1) GFI receptacle (any additional receptacles must be GFI). The garage or building shall be on a separate circuit.
- The electrical feeder or branch circuit to garage shall be underground (in threaded galvanized conduit not less than 6 inches below finished grade). If PVC conduit is used, a non-current carrying bonding conductor shall be connected between the supply cabinet and the first junction box in the garage. It shall not be less than 18 inches below grade. If direct burial cable is used a non-current carrying bonding conductor shall be connected between the supply cabinet and the first junction box in the garage, and shall be not less than 24 inches below finished grade. Conduit and/or cable run underground shall not be covered until inspected and approved by the electrical inspector. If direct burial cable is used it shall be enclosed in threaded galvanized conduit where it bends to come up out of the trench. Bushings shall be used at the conduit end where the cable enters or exits the conduit

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**ATTACHED / BUILT-IN GARAGE**

Comply with construction requirements for one-story dwellings with the following exceptions:

Floors:

- Remove all top soil, loose fill and organic matter under entire area of garage including foundations.
- Install not less than four (4) inches layer of well compacted gravel, crushed stone, or sand.
- Install not less than five (5) inches of concrete (minimum six (6) bag mix), reinforced with wire mesh complying with ASTM A-185; minimum size 6" x 6", #10 x #10. Pull reinforcing up into slab when pouring. In lieu of wire mesh, fiber mesh is an acceptable material.
- Pitch floor to doors, to drain efficiently.

**Doors:**

- If door opening occurs between garage and dwelling, provide 4 inch curb at the service door, or construct garage floor 4 inches lower than adjoining floor. There shall be no open stair leading from a garage to a basement or floor of the house lower than the garage floor. A communicating door between garage and residence shall not be considered as a required means of egress from the residence. Also, refer to Section 204, A-5.
- Overhead door heights are 6' 6" minimum - 10' maximum
- Service door height is 6' 8" minimum – 8' maximum

Installation of house heating unit or other fuel-burning appliance in garage space not permitted.

Wood frame walls and doors common to dwelling and garage to be one-hour fire rated construction. A one-hour fire rated bulkhead shall be established in the attic space directly above the one hour rated garage wall and it shall be continuous from the fire rated wall to the roof deck. Where rooms occur over the garage area, ceilings are required to be double layer of 5/8 inch Type X drywall and all walls shall be one-hour fire rated construction. The door opening protectives shall be minimum 1 3/4 inch solid core wood doors or approved equivalent with hollow metal or solid rabbeted wood frames, an approved closer, and approved latching type hardware. Frames shall be properly fire-stopped between rough framing and back face of frame.

Hot air heat duct openings shall be a minimum of four (4) feet above floor of garage with a fusible link fire damper. Cold air returns are not permitted.

**Electrical:**

- Private or residential garages shall have a minimum of one (1) ceiling light, one (1) switch and one (1) GFI receptacle (any additional receptacles must be GFI). The garage or building shall be on a separate circuit.
- The electrical feeder or branch circuit to garage shall be underground (in threaded galvanized conduit not less than 6 inches below finished grade). If PVC conduit is used, a non-current carrying bonding conductor shall be connected between the supply cabinet and the first junction box in the garage. It shall not be less than 18 inches below grade. If direct burial cable is used a non-current carrying bonding conductor shall be connected between the supply cabinet and the first junction box in the garage, and shall be not less than 24 inches below finished grade. Conduit and/or cable run underground shall not be covered until inspected and approved by the electrical inspector. If direct burial cable is used it shall be enclosed in threaded galvanized conduit where it bends to come up out of the trench. Bushings shall be used at the conduit end where the cable enters or exits the conduit.

**If you have any questions, please contact the Building Department at (708) 444-5100.**

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# **Guidelines for Second Garages**

## **Village of Tinley Park Ordinance No. 2007-O-024 Ordinance Amending the Tinley Park Zoning Ordinance – 2007 Text Amendments**

That Section III, I of the Tinley Park Zoning Ordinance be and is hereby amended to read in its entirety as follows:

### **I. ACCESSORY STRUCTURES AND USES**

1. All accessory structures shall be subject to the following:
    - a. Accessory structures and uses shall be compatible with the principal use.
    - b. Accessory structures and uses shall not be established prior to the establishment of the principal use.
    - c. Accessory structures which are structurally attached to a main or principal building shall be subject to all regulations of this Ordinance and the Village's Comprehensive Building Code which are applicable to the principal building.
    - d. Accessory structures shall not be located less than ten (10) feet from a principal building unless the accessory structure meets all regulations of this Ordinance and the Village's Comprehensive Building Code which are applicable to the principal building.
    - e. When a side yard is required, no part of any accessory structure shall be located closer than five (5) feet to the side lot line along such side yard.
    - f. When a rear yard is required, no part of any accessory structure shall be located closer than five (5) feet to the rear lot line or to those portions of the side lot lines abutting such required rear yard.
  2. Residential accessory structures serving single or two-family residences in any residential zoning district, and all accessory structures in the R-1 through R-5 zoning districts, inclusive, shall conform to the following:
    - a. All conditions of Subsection I.1 above must be satisfied;
    - b. The maximum floor area shall be 720 square feet;
    - c. The maximum height shall be 18 feet to the peak of the structure;
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- d. The pitch of the roof shall be found by the Zoning Administrator to be architecturally compatible with the pitch of the main roof element of the principal structure, provided that subsection (c) above shall be met.
  - e. Detached or attached garages and accessory structures shall not be utilized as living space;
  - f. Detached or attached garages and accessory structures shall not be utilized for any business related activity;
  - g. Detached garages and accessory structures shall not be serviced by water, sanitary sewer or natural gas.
3. Second detached garages serving single or two-family residences in any residential district, and all accessory structures in the R-1 through R-5 zoning districts, inclusive, shall conform to the following:
- a. All conditions of Subsections I.1 and I.2 above must be satisfied for each garage;
  - b. The property must be a minimum of 15,000 square feet in lot area and 90 feet in lot width;

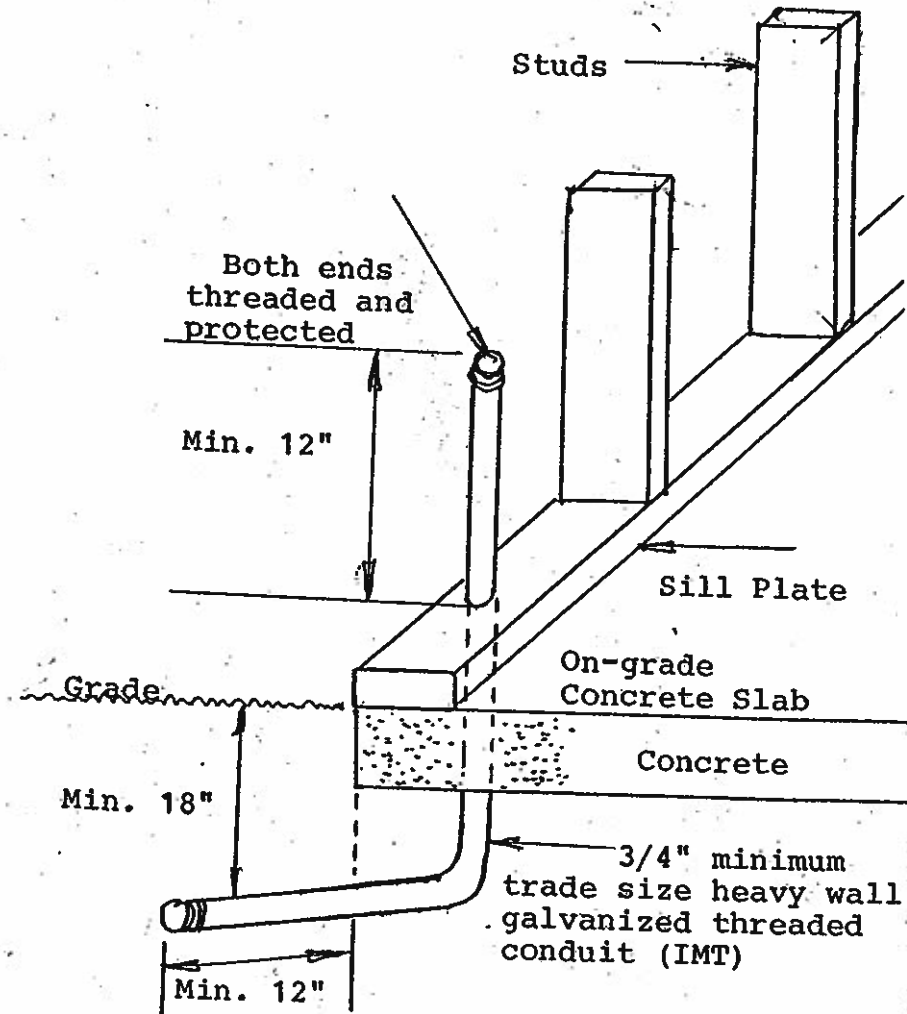
Both garages must be fully accessible by way of a driveway in conformance with Section 309 of the Comprehensive Building Code.

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In addition to the above conditions, all garage structures must comply with all Village Codes and Ordinances. A permit will be required prior to construction. For more information, please contact the Building Department at 708-444-5100 or visit the Village's web site at [www.tinleypark.org](http://www.tinleypark.org).



Please see detailed drawing below:



E.M.T. Conduit  
Continues to  
House Elec-  
trical Panel

Outside House Wall

Switch Box or  
Receptacle Box

Outside Garage Wall

Waterproof box or fitting

Rigid Galvanized Threaded Conduit

Stud

Floor

Earth

Minimum Cable  
Depth 18"

Minimum Continuous  
Conduit Depth 6"

Insulating Bushing

About 2 Ft.

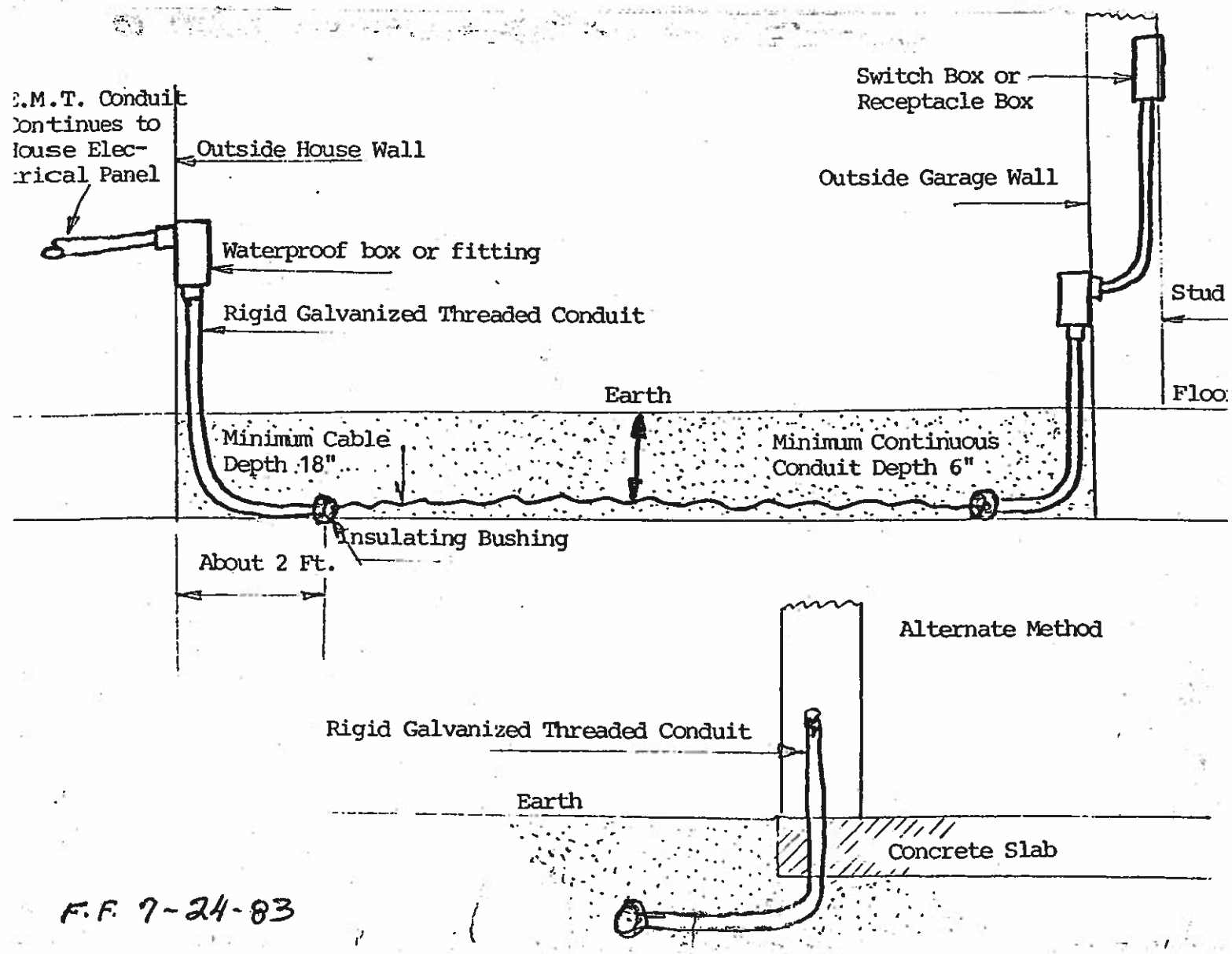
Alternate Method

Rigid Galvanized Threaded Conduit

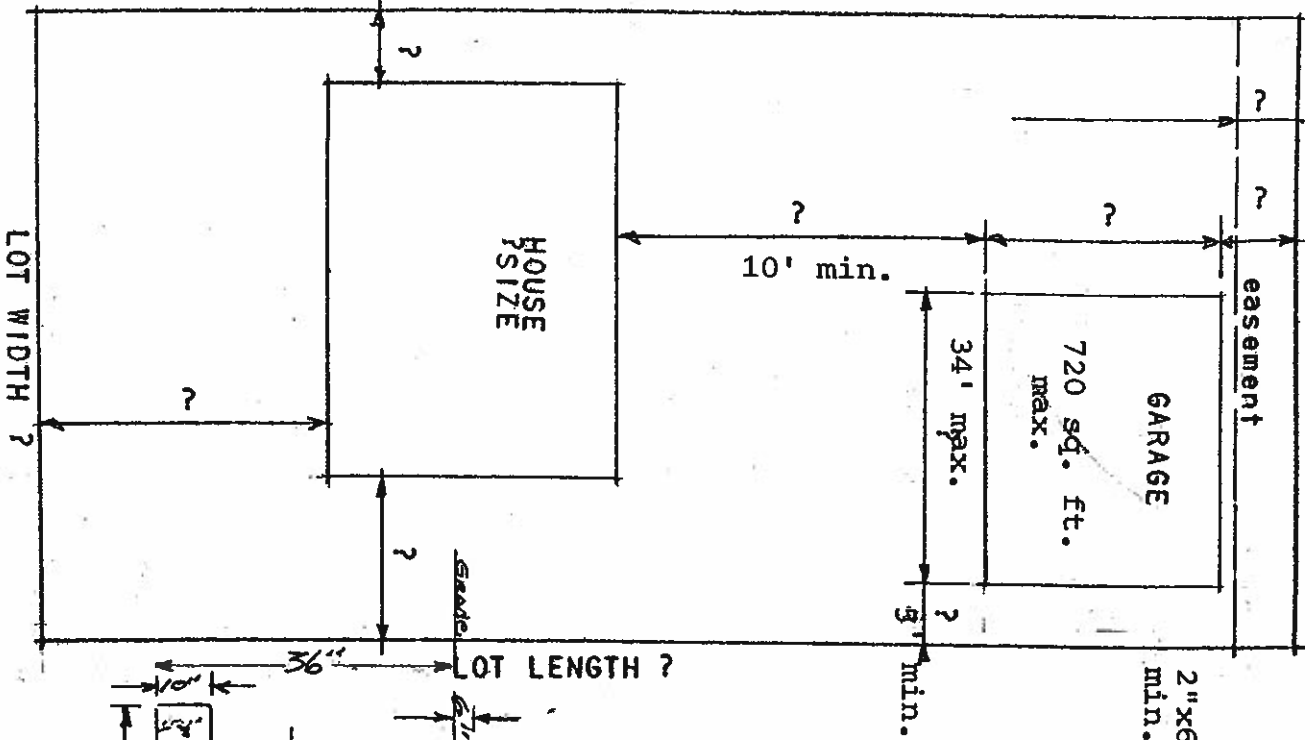
Earth

Concrete Slab

F.F. 7-24-83



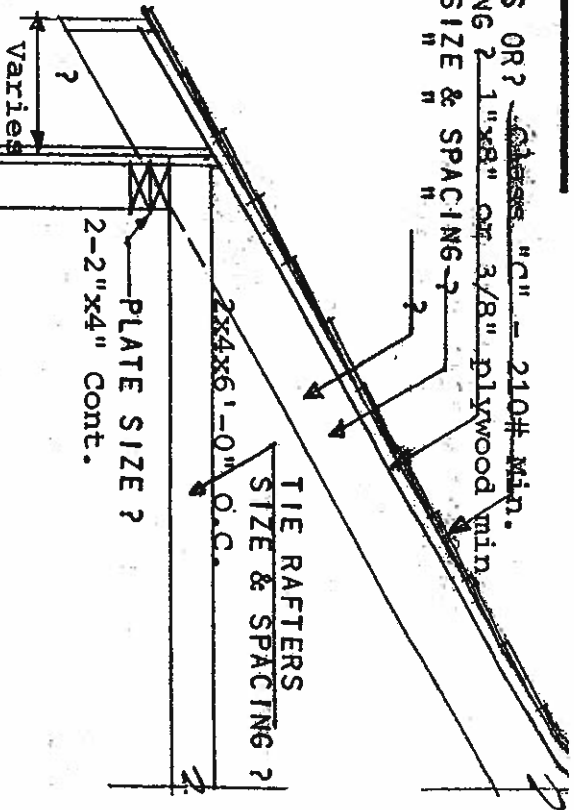
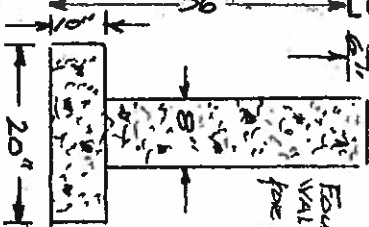
LOT LENGTH ?



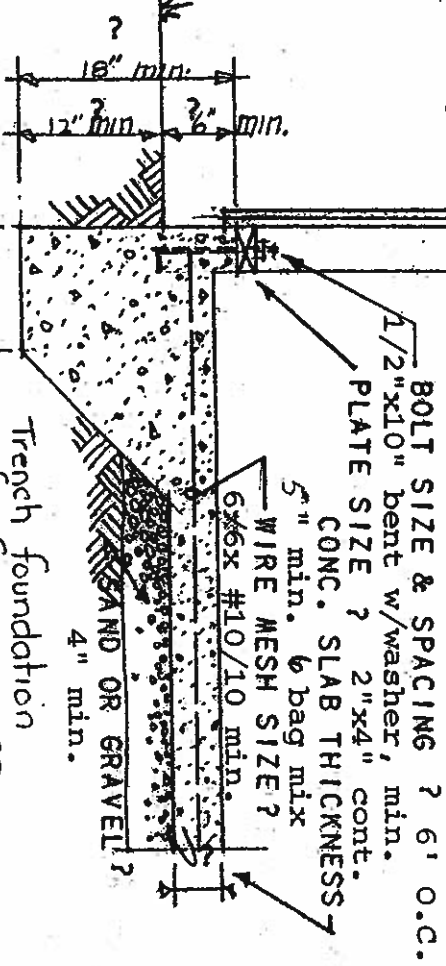
SHOW HOUSE NUMBER & STREET  
 GIVE ALL INFORMATION, FURNISH TWO (2) COPIES  
 ALSO FURNISH TWO (2) COPIES OF SURVEY  
 COMPLETE APPLICATION FOR BUILDING PERMIT  
 COMPLETE APPLICATION FOR ELECTRICAL PERMIT

SHINGLES OR ?  
 SHEATHING 2" x 8" OR 3/8" PLYWOOD min.  
 2" x 6" x 24" O. RAFTER SIZE & SPACING ?  
 2" x 8" HIP

WALL SHEATHING  
 TYPE & THICKNESS ?  
 WALL SFDING  
 TYPE & THICKNESS ?



STUD, SIZE & SPACING ?  
 2" x 4" x 24" O.C.  
 2-2x4 at each corner - min.  
 Provide corner bracing.  
 Overhead door heights are 6'6" minimum 8'0" maximum.  
 Total height of garage shall not exceed 9'0" at the eaves and 15'0" at roof peak



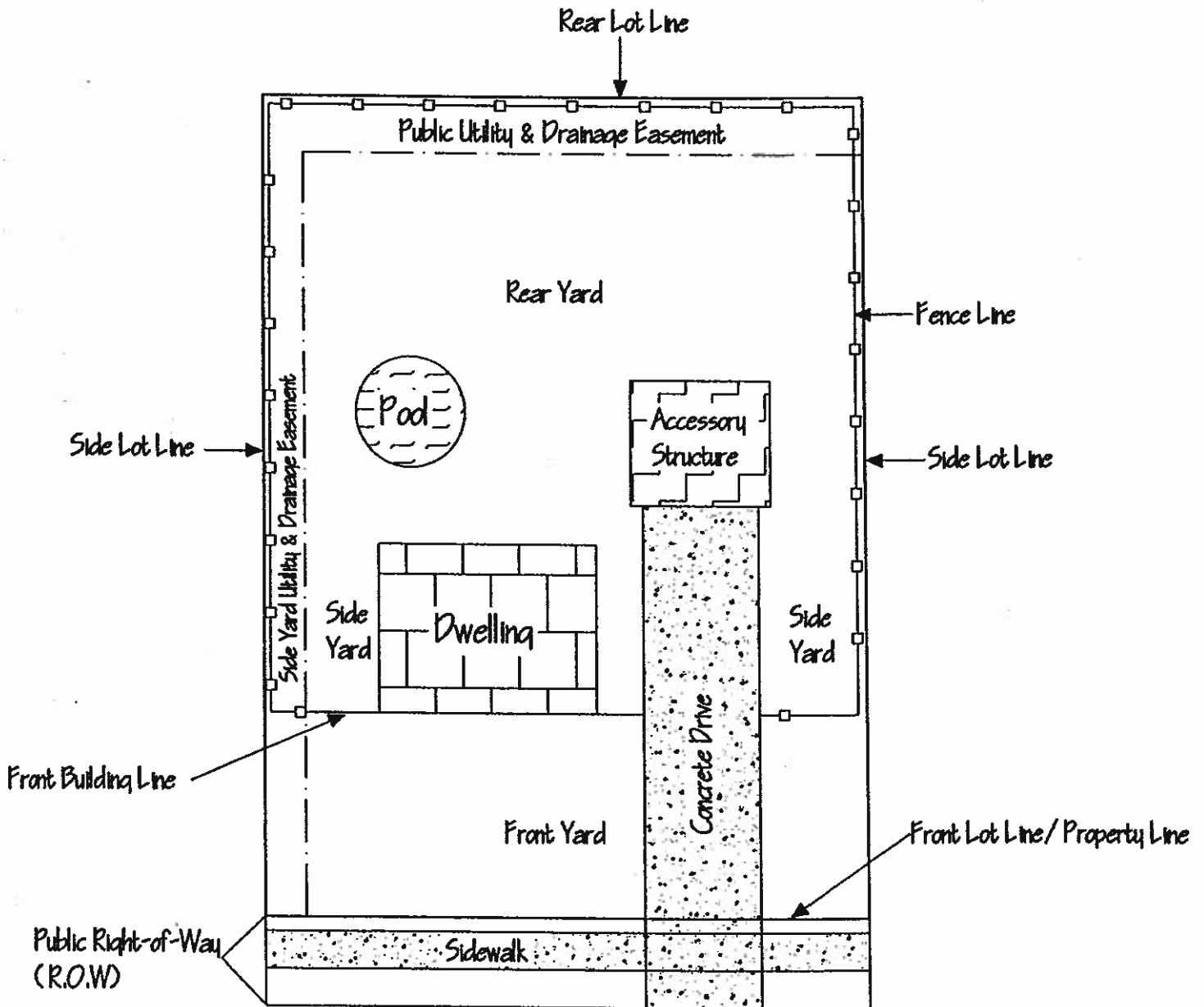
Trench foundation for frame garage  
 10" min.  
 4" min.



# How to Read Your Plat of Survey

LOT 1 IN BLOCK 1 IN TINLEY PARK VILLAS, A SUBDIVISION IN THE WEST 1/2 OF SECTION 30, TOWNSHIP 36 NORTH, RANGE 15 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

(sample description)



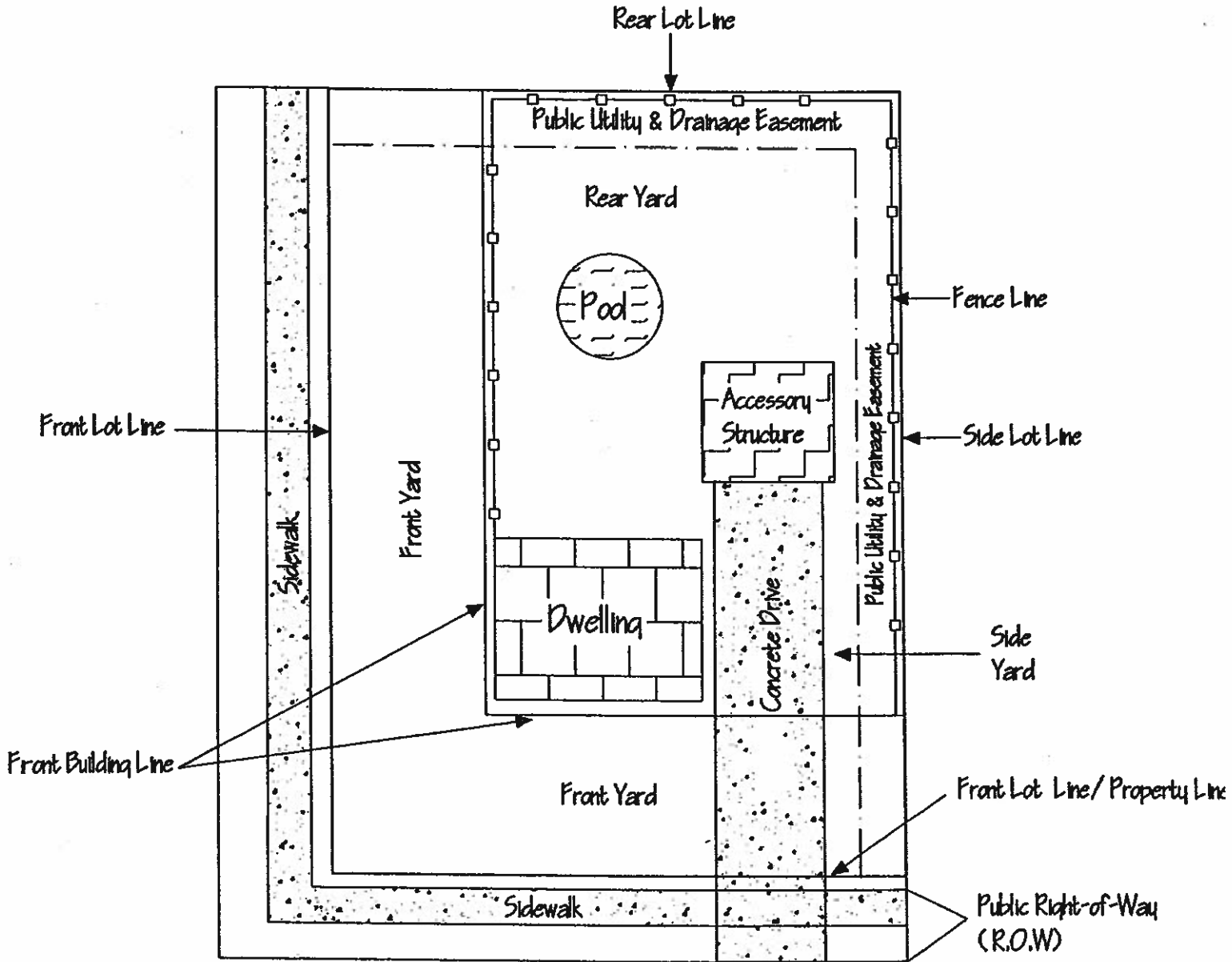
Contact Tinley Park Building & Planning Department at (708) 444-5100 for further questions



# How to Read Your Corner Lot Plat of Survey

LOT 1 IN BLOCK 1 IN TINLEY PARK VILLAS, A SUBDIVISION IN THE WEST  
1/2 OF SECTION 30, TOWNSHIP 36 NORTH, RANGE 13 EAST OF THE  
THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

(sample description)



Contact Tinley Park Building & Planning Department at  
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