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COMMUNITY DEVELOPMENT DEPARTMENT

DRIVEWAY

Permit Submittal:

- **Permit application** including the estimated cost of construction and contractor information.
- **Plat of survey** with driveway location clearly marked and work area highlighted and dimensioned.
- **Contractor's contract/proposal** (signed by the owner) that includes the scope of work.
- **Lot Coverage Calculation form** if a driveway will be widened. This form is available at Village Hall and on the Village website.

Permit Process:

- Once received, the documents are reviewed for compliance with Village Zoning and Building Codes.
- The Village will contact the applicant with any questions, or when the permit is ready for pickup.
- The Village only accepts cash or check for payment (no credit or debit cards).

Construction Requirements:

- Maximum width of approach in right-of-way (from street to sidewalk/property line) shall be 20'.
- Maximum width of access driveway (from sidewalk/property line to garage) shall be:
 - Attached garage: width of garage or 26', whichever is greater. Driveway width shall not extend in front of a house more than 3' beyond garage sidewalk.
 - Detached garage: width of garage or 20', whichever is greater.
- Driveway width at garage is permitted to extend for a maximum distance of 20' from the garage doors before tapering back to the maximum allowed access driveway/approach width.
- Widened driveways must taper back to the required width at a minimum angle of 45° to the lot line.
- Access driveway shall be setback a minimum of 1' from the side property line.
- Access driveway shall not be located in any easement (utility, drainage, etc.) or drainage swale.
- An additional paved parking pad is permitted in a rear yard or interior side yard (not in the building setbacks). Not allowed in front yard (or setback), exterior side yard (or setback), rear yard setback or interior side yard setback. Not allowed in any easement (utility, drainage, etc.) or stormwater drainage swale. See Unified Development Ordinance for building setbacks in each Zoning District. If parking pad will be used for RV/trailer storage see separate handout for additional requirements.
- Driveway widths include "ribbons" and walks adjacent to driveways.
- If a driveway is widened, the allowed Lot Coverage cannot be exceeded. Maximum 45% for R2 or R2A Zoned lots. See Unified Development Ordinance for Lot Coverage in other Zoning Districts.
- If replacing a driveway, the driveway approach must also be replaced if it is in a state of disrepair.
- Driveway base shall be minimum 6" compacted gravel (CA6 or similar).
- Driveway surface shall be minimum 2" asphalt (or 4" concrete).
- Curb cuts require a permit: must be noted on the application and contractor's proposal. Cut shall be machine-made (not a hand-held saw) and transition up at each end at a maximum 30° angle.

Inspections:

- **2-business day notice** is required when scheduling inspections.
 - Base
 - Final

If you have questions on your project, please contact
the Community Development Department at 847-639-1100.

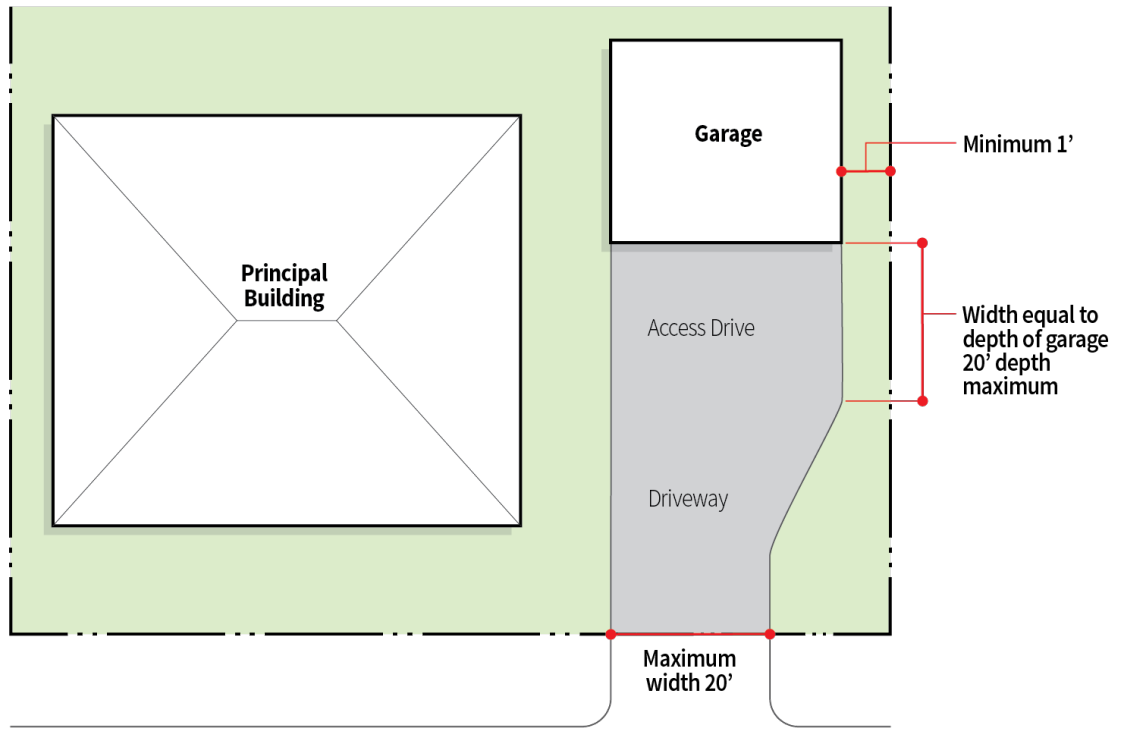


COMMUNITY DEVELOPMENT DEPARTMENT

DRIVEWAY - diagrams

Residential Driveways, Excluding Multi-Family and Townhouse Dwellings

4.6.5(3)(a)(i)



Parking Pad Location

4.6.5(3)(a)(iv)

