

**ACCESSORY STRUCTURES  
INCLUDING PATIOS, DECKS, SHEDS, AND DETACHED GARAGES**

**v3/23**

**Building Permit Submittal Requirements:**

1. Completed *Building Permit Application*
2. Completed *Cost Recovery Form*
3. *Architectural Plans* - A side view plan and top view plan; Garage – A side view plan, including details on foundation, walls, and roof.
4. *Plat of Survey* –including the size, location and setback of the proposed deck or garage and driveway (if applicable). Plat of survey must be to scale.
5. *Contractor License Required* - All Contractors must hold a current Village of Clarendon Hills contractor license. Visit [www.clarendonhills.us/cl](http://www.clarendonhills.us/cl) for more information.
6. A copy of the *Flagg Creek Water Reclamation District Report* (630-323-3299).
7. *Administration Fee* of per Section S21.1 of the Village Municipal Code.

**Important Notes:**

- The Applicant must submit ALL the above documents to the Community Development Department together as one submittal. Partial submittals will NOT be accepted.
- A spot survey must be submitted to the community development department for approval prior to framing garage.