Town of Cicero
Building Department

DETACHED GARAGE TO APPLY

SUBMIT 3 ARCHITECTURAL PLANS ALONG WITH A $500.00 NON-REFUNDABLE PAYMENT FOR PLAN REVIEW. ONE BUILDING PERMIT APPLICATION AND ONE ELECTRICAL PERMIT APPLICATION.

1. **Important Information**

- ☐ When submitting plans you must include copies of all contracts, letters of intent, etc. for all contractors/subcontractors.
- ☐ Minimum size printed plans 11" x 17".
- ☐ All contractors must be licensed and bonded to work in the Town of Cicero. Please contact the Town of Cicero Business License Department at (708) 656-3600 ext. 206, Email: gnuno@thetownofcicero.com, we will not issue permits until every contractor is licensed to work in the Town of Cicero.
- ☐ Your electrical contractor must apply separately for an electrical permit, and there is a separate fee for electrical permits.
- ☐ For electrical inspections contact (708) 656-3600 ext. 240 to schedule or Email: RStella@thetownofcicero.com.
- ☐ A $50.00 occupancy fee will be added to the permit cost.
- ☐ Provide contact information for plan review updates (valid email).

2. **Permit Procedure**

All applicants must submit a completed permit application, including the estimated cost of construction. If a contractor will be constructing the garage, the contractor must be licensed and bonded and insured with the Town of Cicero. The garage shall be built in accordance with International Residential Code 2009 (IRC 209), with local amendments, as adopted by the Town of Cicero. The submittal must include one (1) copy of your plat of survey indicating the size and location of the garage with dimensions from the property lines.

- ☐ If the new garage is replacing an existing garage, a demolition permit issued by the Cook County Department of Environment Control must be submitted. Additional information can be found at: http://www.cookcountyil.gov/service/demolition-permitting.
- ☐ Only a licensed and bonded wrecking contractor can apply to demolish.
- ☐ Town of Cicero Rodent Control Department: Application for inspection of property. (708) 656-7287

- ☐ Completed drawings of proposed garage including size and quantity of materials being used.
- ☐ The proposed location of the garage must be staked out for the application inspection.
- ☐ An electrical contractor that is licensed and bonded with the Town of Cicero, will be required at the time of submittal. Electrician is responsible for an electrician letter on letterhead that all electrical is disconnected. All new electrical must be fed from underground.

3. Garage Requirements

- ☐ Lot width must be no less than 25 feet at the buildable area.
- ☐ Side yard setbacks: *Neither side yard shall be less than 3 feet in width.*
  Exception: 25 foot wide lot: side yard shall not be less than 2.5 feet.
- ☐ Garage shall be a minimum of 10 feet to the nearest wall of the principal building.
- ☐ Garage shall not be located in front or side yard setback of the lot.
- ☐ Garages in rear yard shall be a minimum of 3 feet from any property line.
- ☐ Garage cannot occupy more than 30 percent of a rear yard.
- ☐ Shall not have more than one story in height.
- ☐ Shall not exceed 17 feet in height measured from grade at the garage structure to the top of the ridge or highest element.
- ☐ Address must be posted on garage once built.

Contact for questions: jarias@thetownofcicero.com, vchavez@thetownofcicero.com, ncastillo@thetownofcicero.com.

GARAGE ELECTRIAL INFO NEEDED ON PERMIT

1. (1)BASIC GARAGE WIRING
2. (1)EXTERIOR GFI OULET (ALL OUTLETS MUST BE GFCI) WR RATED WITH AN IN-USE COVER
3. (1)INTERIOR GFI OUTLET
4. (1)OPERATOR OUTLET (SIMPLEX).
5. (1)SWITCH
6. (2)INTERIOR LIGHT
7. (1)EXTERIOR SERVICE DOOR LIGHT WITH MOTION SENSOR
8. (1)15 AMP CIRCUIT FOR LIGHTS
9. (1)20AMP CIRCUIT FOR OUTLETS

THE ABOVE MUST BE WRITTEN ON PERMIT APPLICATION

*_____ _____

SIGNATURE OF SUPERVISING ELECTRICIAN DATE:

_____

COMPANY NAME

_____

ADDRESS WHERE WORK IS BEING DONE

1. Will you accept direct burial UF cable 24" deep from house to detached garage?
   Yes__√__ No ____

2. Do you require feed from house to detached garage in heavy wall conduit?
   Yes__√__ No ____

   If yes, at what depth? 12 – 18 inches

3. Do you require a three way switches from the house to the garage for the interior or exterior garage lights?
   Yes____ No __√__ Motion sensor light

4. Do you require 1 exterior coach light by each service door?
   Yes__√__ No ____

5. Do you require 1 exterior GFCI receptacle on the exterior of the garage?
   Yes__√__ No ____ WR rated GFCI with on in-use cover

6. Do you require more than 1 porcelain base in a 2-car garage?
   Yes__√__ No ____

7. Do you require more than one interior GFCI receptacle in the interior of the garage?
   Yes____ No __√__

8. Do you require a ceiling mounted mono receptacle even if there are no plans for electric garage opener.
   Yes__√__ No ____

9. Do you require the garage to be on a separate circuit even if there is no room in an existing panel?
   Yes__√__ No ____ (1) 15 AMP circuit for lighting
   (1) 20 AMP circuit for power

10. Do you require more than one circuit in the garage?
    Yes__√__ No ____ (1) 15 AMP circuit for power
    (1) 20 AMP circuit for power

11. Do you require the lights to be GFCI protected?
    Yes____ No __√__

12. You require an inspection prior to covering trench?
    Yes__√__ No ____

2. Residential Bulk Tables

TN Traditional Neighborhood District (NR Not Required)		
Standard For:	**Residential Use**	**Non-Residential Use**
Minimum Lot Area	3,500 sq. ft.	NR (11)
Minimum Lot Width	25 ft.	NR
Maximum FAR	NR	0.65
Maximum Structure Height (1)	2 stories or 35 ft.	NR
Maximum Lot Coverage (2) (3)	50% (interior lot)	NR
	65% (corner lot)	NR
Maximum Impervious Coverage	65% (interior lot) 75% (corner lot)	75%
Minimum Yard Setbacks		
Front Yard Setback	15 ft. minimum, 20 ft. maximum	(6)
Interior Side Yard Setback (4)	3 ft.	(6)
Street Side Yard Setback	6 ft.	NR
Rear Yard Setback (7) (8)	15 ft.	(6)
Courts (9)		
Parking (10)		

Notes:

(1) Applies to single-family and two-family buildings, except for municipal complexes which shall not exceed a height of 65 ft.

(2) Includes garages.

(3) Municipal complexes shall not occupy more the 70% of an interior lot, or 75% of a corner lot.

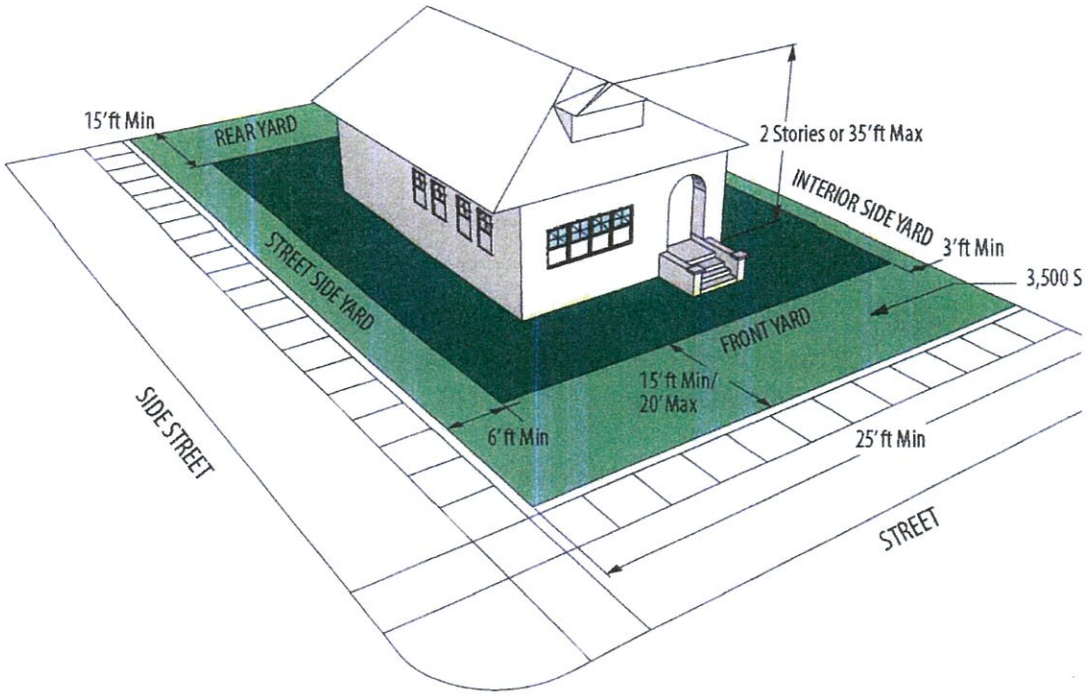
(4) Applies to single-family and two-family buildings.

(5)

(6) The front, side, and rear yard shall be the same as required for single-family and two-family uses. For buildings 30 ft. or more in height, the yard setbacks shall be increased by 2 ft. for each additional 1 ft. of height over 30 ft.

(7) Single-family and two-family buildings – the rear yard shall contain a minimum of 400 sq. ft., or 6.5% of the total lot area, whichever is less, of open space.
(8) When located on ground level, the open space area must be substantially covered with grass, ground cover, shrubs, plants, trees, or open space amenities such as walkways or patios.
(9) Court Yards are permitted upon the review and approval of the Architectural Review Committee
(10) Off-street Parking located in parking garages that contain over 50 stalls shall be no smaller than 9 ft. in width and not smaller than 19 ft. in length. Existing parking garages built before 2020 may contain parking stalls of 8.5 ft. in width.
(11) Civic and other non-residential uses with a lot area of 1 acre or greater shall be subject to the requirements and procedures for Planned Unit Developments in Article 2, Division 1 of this Chapter.

Traditional Neighborhood District Illustration



6. Accessory Buildings and Uses

a. **General Provisions for Accessory Structures**

(1) Construction Phasing and Use

(a) Accessory uses shall be compatible with the principal use and shall not be established before the establishment of the principal use, and shall not include the keeping, propagation, or culture of pigeons, poultry, or overstock, whether or not for profit.

(2) Location

(a) No accessory building, unless it is structurally a part of the principal building and unless it conforms with requirements of accessory buildings for special uses, shall be erected or altered at, nor moved to, a location within ten feet (10') of the nearest wall of the principal building, nor within the required area for front or side yard of the lot, as set forth for in the zoning district. All accessory buildings and uses shall be located on the same lot as the principal use.

i) In residential zoning districts, an accessory building in a rear yard shall be not less than five feet (5') away from any property line, except fences and walls, unless otherwise established by this Chapter.

ii) No accessory building shall encroach upon that side yard of a corner lot which is adjacent to the street, nor upon that side yard of a reversed corner lot which is adjacent to the street,.

(3) Accessory Building Height and Roof Type

(a) No accessory building shall have more than one story nor exceed 17 feet in height, and shall be limited to one story or floor, unless otherwise permitted as accessory to business and manufacturing uses, or authorized special uses.

b. Flat roofs are not allowed on residential accessory structures.**Accessory Uses and Structures Table**. Table 3.1 includes accessory uses and structures that may be located in required yards in accordance with the following designations:

(1) F = Yards adjoining streets

(2) S = Interior side yards

(3) R = Rear yards

Table 3.1 Accessory Use or Structure	F	S	R
Arbors, Pergolas, Cabana, and Trellises not attached to the principal structure			X
Awnings, projecting not more than 3 feet into the required yards of residential zoning districts	X	X	X
Balcony	X		X
Bay Window, projecting not more than 3 feet into the required yards. Bay windows projecting into the side yard shall be located above the first floor, and have a minimum clearance of 8 feet.	X	X	X
Canopies, free-standing or attached to a principal or accessory structure, located in residential zoning districts, shall be determined to be a structure and subject to the total impervious surface limitations of the zoning district.			X
Canopies, commercial and industrial zoning districts only	X	X	X
Compost Bin			X
Deck			X
Dog Run a. Dog runs shall be permitted in rear yards only with the approval of the Planning and Zoning Commission after notice and a public hearing. The Planning and Zoning Commission shall review the location concerning its effect on surrounding residences.			X
Flagpoles	X		X

Table 3.1 Accessory Use or Structure	F	S	R
a. Flagpoles must be located at least 5 feet from the lot line. b. Number. A maximum of one (1) flag pole is allowed per zoning lot. c. Height. The maximum height of a flagpole is 30 feet in residential zoning districts and 40 feet in non-residential zoning districts			
Garages or carports, detached a. Alley Orientation. Where an alley exists adjacent to the side or rear lot line, all motor vehicle access to a garage must occur through the alley.			X
Generators, not less than 5 feet from designated lot lines visually screened, subject to screening requirements of Article 5, Division 2			X
Growing garden crops in the open		X	X
HVAC equipment including air conditioning units, not less than5 feet from designated lot lines, subject to screening requirements of Article 5, Division 2			X
Lawn furniture, such garden structures as benches, sundials, fountains, and water features	X		X
Open off-street loading spaces in commercial and industrial zoning districts		X	X
Open off-street parking spaces may be permitted in a required yard adjoining an alley.			X
Ornamental lights	X		X
Playground equipment and playhouses			X