



## Village of Carol Stream

500 N. Gary Avenue, Carol Stream, Illinois 60188

<b>Phone:</b> (630) 871-6230	<b>Fax:</b> (630) 665-1064	<b>Website:</b> www. carolstream.org	<b>E-mail:</b> communitydevelopment@ carolstream.org
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## Permit Submittal Checklist and Process Patio

### Note to applicants:

This handout is intended to assist applicants through the patio permit process. All items listed under “items needed for a complete permit application” must be submitted. The applicant should review the “helpful tips” for common project requirements. Please note that incomplete applications can cause processing delays.

### Items needed for a complete permit application:

- A completed Residential Permit Application (or apply online: [carolstream.org](http://carolstream.org)).
- One copy of the Plat of Survey, drawn to scale, showing the location and dimensions of the proposed patio, distances from property lines, and the location and dimensions of all existing accessory structures (sheds, pools, decks, gazebos, etc.) on the property.
- The patio permit fee of \$64, payable when application is submitted.

### Helpful tips:

- Patios cannot be located in an easement. Please check your Plat of Survey to identify easement locations on the property.
- Patios immediately adjacent to the house must comply with the same setback from side lot lines as required for the house. In most cases, the required side setback is 7.5 feet, but there are exceptions. Community Development staff can help you determine the required setback in your neighborhood. Patios not immediately adjacent to the house must be set back at least five feet from the side and rear lot lines. For corner lots, patios may be located within a side yard adjacent to the street, not less than 15 feet from the lot line adjacent to the street, if the yard is enclosed with an allowable solid fence that is at least four feet in height.
- For patios with stairs or steps, all step heights are to be the same height in each set of risers, within 3/8” from largest to smallest, and cannot exceed 7 – 3/4” in height.

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***Patio***

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- Patios are only allowed in the rear yard, with one exception: in cases in which patio doors are located on the side of the home, a patio may be built in the interior side yard provided that the patio does not extend more than four feet into the interior side yard setback.
- The area of the patio is included in the calculation of allowable lot coverage for your property. Most properties are allowed to have 30% lot coverage, excluding the driveway. The Plat of Survey needs to identify the location and dimensions of all existing structures on your property so that the proposed lot coverage can be calculated.

**Inspections (24-hour advance notice required):**

**Call the Community Development Department at 630-871-6230 to schedule all of the following inspections:**

- Base inspection** – Once the forms are in place and **before** the concrete is poured or the brick pavers are installed.
- Final inspection** – **Required once forms are removed.**

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**Contact the Community Development  
Department at (630) 871-6230 if you have any questions  
regarding the building permit or inspection process.**

