

# Location

- Driveways shall be a minimum of two feet (2') from the property line. If an driveway is to be closer than two feet from property line it must be approved by the Community Development Department prior to the permit being issued.

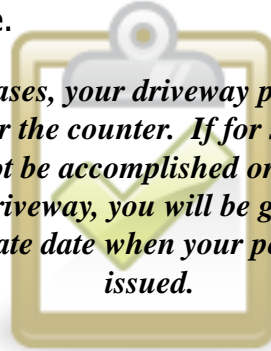


# Permit Submission Requirements

In addition to a completed application, all permit submissions are required to include the following information:

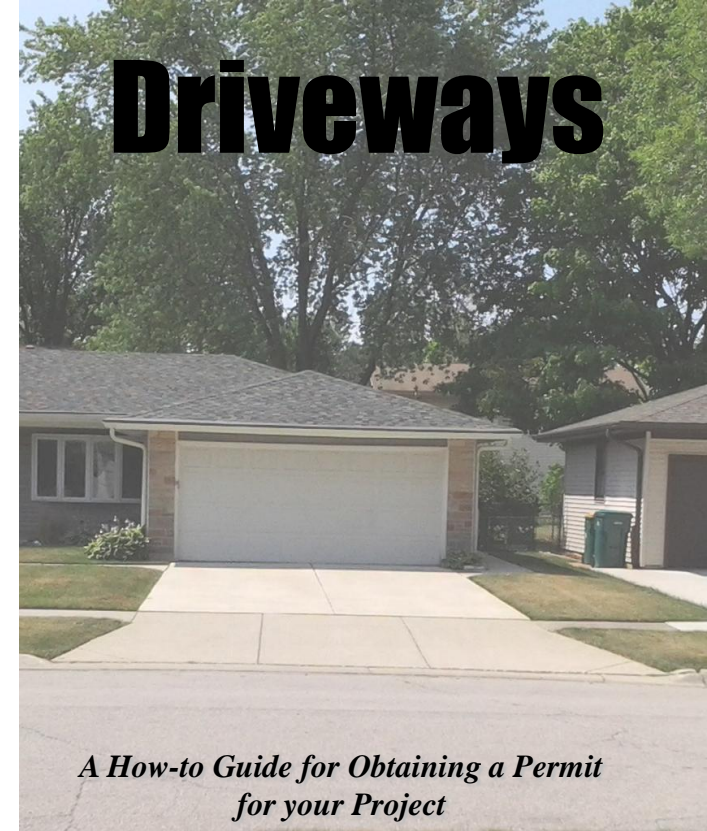
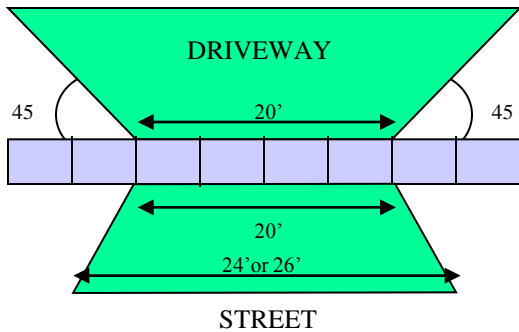
- A plat of survey indicating the location of the driveway. The survey should clearly indicate the driveway and apron width at the front property line and curb line.

*In many cases, your driveway permit will be issued over the counter. If for some reason this cannot be accomplished or if widening the driveway, you will be given an approximate date when your permit will be issued.*



# Other Requirements

- The maximum driveway width at the front property line (public sidewalk) cannot exceed twenty feet (20'). Driveways wider than twenty feet (20') must taper down to twenty feet (20') at a forty-five degree angle.
- Driveway aprons shall have a two foot (2') or three foot (3') flare.
- Driveway width and apron width shall match at property line.
- Driveway aprons must be constructed of concrete or paving bricks. Asphalt aprons are not permitted.



# Driveways

*A How-to Guide for Obtaining a Permit for your Project*

**Questions ?**  
Please call the  
Community Development  
Department at  
(847) 357-4220  
Monday through Friday,  
between the hours of  
8:00 a.m. and 5:00 p.m.



Elk Grove Village  
Home Improvement  
Series

# Why?



•The permit process is needed to protect both you and the Village from improper work done by contractors.

•Permits can save you money by making certain that all jobs are done correctly the first time so that they do not have to be redone to meet Village codes.

•The Village is on your side. We want to ensure that you will enjoy your driveway for many years to come. The permit you receive for this project will allow us to do just that.

•Elk Grove Village is dedicated to assisting its residents. The Community Development Department will show you this dedication as you apply for and receive your driveway permit.

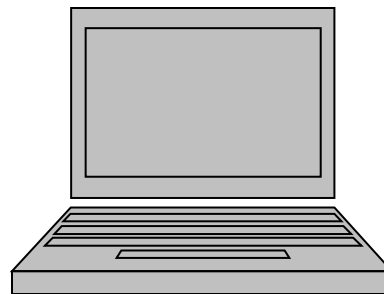
# How?

## In Person

1. Obtain a permit application from the Community Development Department which is located on the main level of the Charles J. Zettek Municipal Building at 901 Wellington Avenue.
2. Return the completed application with one (1) copy of your plat of survey to the Community Development Department.
3. After you receive your permit, make sure to call for your required inspections.

## Online

1. Visit [www.elkgrovepermits.com](http://www.elkgrovepermits.com)
2. Fill out the online permit request form.
3. Make sure to set up the required inspections either by phone or online.



# Inspections



**Inspections required at various stages of the project are:**

## Pre-Pour

Prior to the placement of concrete, asphalt or other driveway materials. This is done to insure proper base and framing (if necessary.)

## Final

When driveway and restoration of landscaping is completed.



## Requesting Inspections

To schedule an inspection, contact the Community Development Department at (847) 357-4220, Monday through Friday between the hours of 8:00am and 5:00pm. Requests for inspections must be made 24 hours in advance. Please have your permit number ready when you call.

You can also set up an inspection online at [www.elkgrovepermits.com](http://www.elkgrovepermits.com)