



Community Development Department
1200 L.W. Besinger Drive - Room 206
Carpentersville, IL 60110
Hours: M-F 8:30 AM – 5:00 PM
Phone (847) 551-3478
Fax (847) 426-0864
<http://vil.carpentersville.il.us>

DRIVEWAY PERMIT APPLICATION

Date:	Permit #:	Fee:	Bond:
Address:			
Applicant Name:			
Telephone #			
Email:			
Contractor Information			
Name:			
Address:			
Telephone #			
Applicant Signature:		Date:	
Approved By:		Date:	

Submittal Checklist:		
OK	N/A	Item Description
		Accurate plat of survey indicating location and dimensions of driveway
		Scope of work, proposal or similar documentation
		HOA approval letter, if required
Material: Concrete Asphalt Brick		
Will work be performed on the apron or within "right of way" Yes No		

Minimum Requirements:

1. The required front yard cannot exceed 45% lot coverage.
2. A residential driveway leading to a 1-car or 2-car garage shall not exceed 18 feet in width where the driveway crosses a public sidewalk, and may widen at a rate not greater than one foot of width for each one foot of length between the sidewalk and the house. Please contact the Community Development Department for a lot without a garage or without public sidewalks.
3. If the 45% lot coverage requirement is not exceeded you may add up to 2' of ribbons on each side of the driveway, as long as they are constructed of a different material than the driveway.
4. The driveway cannot create a flooding problem.
5. If any existing stoops are being removed and replaced, the proper permit must be obtained.
6. The driveway must be asphalt, brick, or concrete.
7. All vegetative or foreign matter must be removed from the base.
8. Downspouts should not discharge onto a driveway.
9. Concrete driveway requirements:
 - a. 4" of compacted crushed gravel or equivalent.
 - b. 6" slab with 3,500 psi compression strength at 28 days, **OR**
 - c. 5" reinforced air entrained Portland cement concrete using minimum 6x6 #10 welded wire mesh embedded in slab, or equivalent.
 - d. 1.5" deep construction joints at maximum 12'
10. Asphalt driveway requirements:
 - a. 6" of compacted crushed gravel or equivalent
 - b. 2" of compacted hot mix asphalt surface course
11. Brick paver driveways shall be installed in accordance with manufacturer's specifications to be provided with permit application.
12. Dissimilar surface course materials cannot be built on top of one another. For example, concrete cannot be built on asphalt.
13. A performance bond is required for work in the public right of way.
14. \$50 permit fee for most driveway applications.
15. \$25 permit fee for driveway ribbons only.
16. **Please note that there is a \$50 fee for re-inspections.**

Minimum Required Inspections:

1. Base inspection prior to installing surface course.
2. Final inspection of surface course.
3. Public right of way inspection for bond refund as needed.

All inspections must be scheduled with Community Development (847) 551-3478.

Visit our Village website for more information at:

<http://vil.carpentersville.il.us/>

Helpful Contact Information:

J.U.L.I.E.	811
ComEd	(800) 344-7661
NICOR	(800) 730-6114

This list comprises some of the most common code violations when installing a driveway. It does not address every possible violation, nor is it intended as an instruction manual.