VILLAGE OF BOURBONNAIS

BUILDING DEPARTMENT
600 Main N.W.
Bourbonnais, IL 60914-2398
815-937-3575 • FAX 815-937-5606

ACCESSORY STRUCTURE

General Permit Procedures

1. Obtain a plat of survey; this should be with your home papers. If not, you will need to contact an engineer to have a plat of survey done for your property.

2. The plat will show you where your property stakes should be located. You must locate these on your property. If you can find one property stake, with a tape measure you can locate the other stakes.

3. **Call J.U.L.I.E at 1-800-892-0123 for location of all utilities.**

4. Submit to the Building Department the following:

   Completed application

   A sketch showing location of proposed structure from:
   a) lot lines
   b) other structures
   c) underground and above ground utilities
   Plat of survey
   Construction plans

5. After approval of plans you will be notified to pick up your permit, pay fees and then start your project.

All construction shall follow the Village of Bourbonnais Building Codes. **Building permits will only be issued after a plat of survey and detailed drawing have been reviewed and approved by the Building Commissioner or Building Inspector.**

If we can be of any assistance to you during your construction project, please feel free to contact the Building Department. Our hours are Monday through Friday 8; 30 am – 5:00 pm.

LOCATION OF ACCESSORY STRUCTURE:

Accessory structures shall be placed a minimum of ten (10) feet from the rear of the house, a minimum of three (3) feet to any side lot line and a minimum of five (5) feet to the rear lot line and at least one foot (1) from any easements.

For accessory buildings, the maximum dimensions shall be 12 feet x 14 feet or 168 square feet. The maximum height shall be 14 feet.

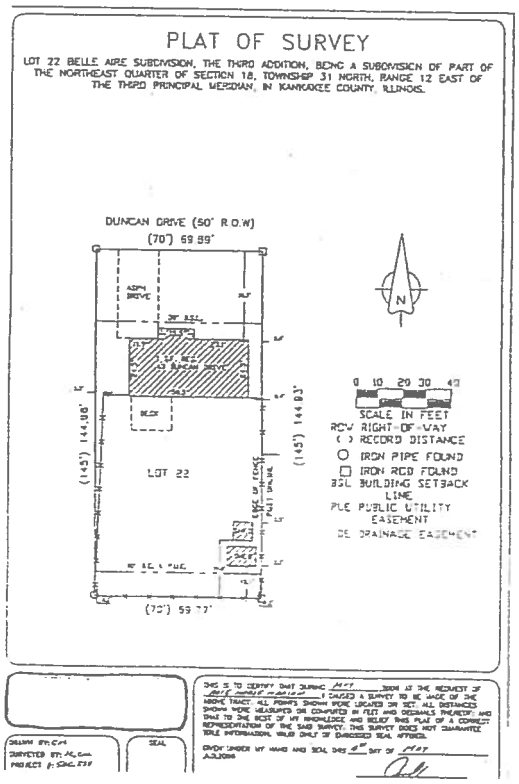
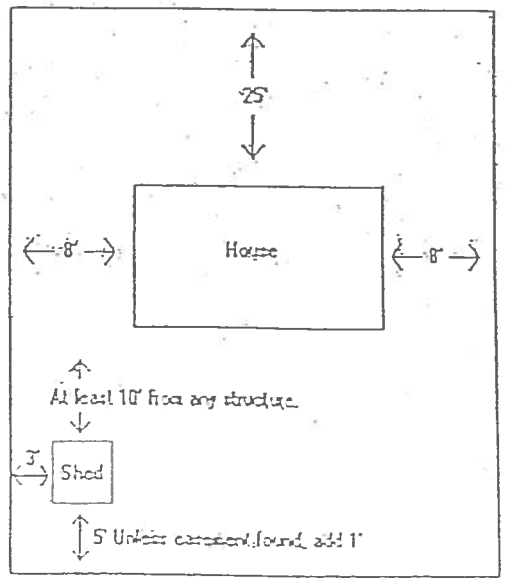
Accessory structures must be securely attached to the ground.

INSPECTIONS:

1. Pre-pour Inspection. If structure will be on concrete.
2. Final Inspection

Examples:

Plat of Survey



Lot Drawing