Village of Hoffman Estates
Code Enforcement
1900 Hassell Road
Hoffman Estates, IL 60169
(847) 781-2631
www.hoffmanestates.org/permits

Permit Procedure:

☐ Complete and sign a *Building Permit Application.*
☐ All contractors must be registered, licensed and bonded accordingly.
☐ Submit 2 copies of a scaled plat of survey with the location and dimensions indicated.
☐ Submit 2 copies of the framing plan and manufacturers installation instructions.
   *Please note that computer-generated framing plans provided by retail outlets and pictures that do not provide the required information will not be accepted.

Code Requirements:

☐ Footing
   o Footing piers shall be sized a minimum 8 inches in diameter and 24 inches below grade.
   o Supporting posts shall be anchored to the concrete piers with approved post anchors.
☐ Frame
   o All lumber shall be pressure treated or of a species naturally resistant to weather or specifically engineered to prevent decay.
   o Unless designed by a licensed professional all supporting columns shall be minimum 4x 4.
   o Angle/ sway braces shall be installed at an angle between 40-45 degrees with respect to the post and no less than 2 feet from the bottom of the header.
   o Headers shall be double members and sized to carry 15 pounds per square foot total load.
   o All roof rafters/ wall ties shall be at least 2x6 and spaced not more than 48" on center.
   o Minimum 2 x 2 lumber shall be used for louver/ lattice roof designs and members shall be spaced a minimum of 4 inches apart.
   o Gazebo or pergola must be a minimum of 10 feet from the property lines and at least 3 feet from other structures.
   o The maximum height measured from grade to the highest point including any decorative features shall not exceed 15 feet.

Inspection:

☐ A location/pre-pour inspection is required prior to pouring footings.
☐ A final inspection is required upon completion of all work.
☐ Call Code Enforcement at (847) 781-2631 to schedule inspection appointments.