



Village of Tinley Park - Building Department
Gazebo / Porch Requirements

16250 S. Oak Park Avenue
Tinley Park, Illinois, 60477
(708) 444-5100
building@tinleypark.org
www.tinleypark.org

The following information must be filled out on the application in order to approve the permit.

- Date of Application
- Address of Structure
- Real Estate Tax ID Number (Found on Real Estate Tax Bill)
- Lot Number (Found on Plat of Survey)
- Subdivision Name
- Estimated Cost
- Project Description – Measurements of Deck, Porch and/or Gazebo
- Owner's Name, Address and Phone Number (After project has been completed)
- General Contractor's Name, Address and Phone Number
(Indicate "Homeowner" if a licensed contractor is not being used)
- Sign and Date Permit Application

PLAT OF SURVEY

A Plat of Survey of the property must accompany the permit application. This will not be returned to the property owner; however, our office would be happy to make a copy. Draw the deck, porch and/or gazebo's exact location with dimensions on the plat. Draw the distance from the structure to side and rear lot lines. Please provide drawings showing pier locations, railing height and spacing, and a material's list.

FEE

The fee for a deck, porch and/or gazebo permit is \$50.00. If the structure will be placed on the easement, the cost of the permit is an additional \$50.00 to cover the cost of recording fees with the County. Payment is not required until the permit is picked up at the Clerk's Office.

PERMIT ISSUANCE

Permits take approximately **SEVEN TO TEN BUSINESS DAYS** to process. The Community Development Department will notify the property owner by telephone when the permit is ready.

PERMIT EXPIRATION

The life of a permit is six (6) months from the date of issue. A permit may be extended past the six (6) months by submitting a written request for extension, to be approved by the Building Official. If work has not started within three (3) months of the date of issue, the permit will be void unless a written request is submitted for extension and approved by the Building Official.

CONTRACTORS

All contractors doing work in the Village of Tinley Park must be licensed and bonded with the Village prior to starting work. Permits will not be issued unless all contractors noted on the permit are licensed and bonded.

PROPERTY OWNERS

The owner of the property where work is to be performed is responsible for filling out the permit application and obtaining the permit before any construction is performed. Property owners may give permission for a contractor or any other party to apply for the permit and obtain it, but is still responsible. **A permit is also required for replacements.**

J.U.L.I.E.

Please call the Joint Utility Locating Information for Excavators (J.U.L.I.E.) at least 48 hours prior to any digging. Please call 1-800-892-0123.

PLACEMENT OF DECKS

Decks are not permitted in the required front yard. The deck must be five (5) feet from property lines and cannot be placed on an easement without written permission from all utilities. An information sheet of phone numbers for letters of encroachment is attached.

FRONT PORCHES

Covered porches may encroach up to 35% into the required front yard. See Z.O. Sec. III.H.1. Covered porches must not be situated within 5' of side property lines. An encroaching covered porch must not be enclosed.

BUILDING CODES

- **Deck construction:**
 - ❖ Bottom bearing min. 42" below grade, set on undisturbed soil.
 - ❖ Pre-pour inspection required.
 - ❖ Size of pier per IRC Table R507.3.1 (Assume 3,000 psf soil)
 - ❖ Min. size post supporting deck structure, treated 6 x 6. 4 x 4 post prohibited.
 - ❖ Bottom of stairs shall be supported on min. 8" dia. conc. sono-tube piers.
 - ❖ 4 x 4 treated post can be used on stair guardrail terminations only.
 - ❖ Joist hangers required on all joist header and ledger connections.
 - ❖ The use of a Simpson Strong tie connector model #BVLZ" mandatory when securing ledger to brick or stone veneer.
 - ❖ 6 x 6 post allowed to have max. 1 ½" notching. All post/header & post / rim joist connection shall be through bolted. Min. 5/8" dia. connectors.
 - ❖ All guardrail post shall be solid blocked at joist min. 2x blocking full joist depth.
 - ❖ Stair risers max. 7 ¾" min. 4" min., treads shall be 10" exclusive of nosing.

- **Porch / Gazebo Roof construction:**

- ❖ Rafter shall be sized per IRC Table R802.4.1(3)
- ❖ Ridge beam shall be one size larger than rafters.
- ❖ Rafter uplift shall be per IRC Table R802.11 Roof slopes 4:12 or less.
Exceptions:
 1. Wind speeds not exceeding 115 mph
 2. 5:12 or greater roof slope (42% slope) and the roof span < 32 feet or less
 3. Spacing of rafters or trusses does not exceed 24" o.c.
- ❖ Post shall be anchored to concrete piers with metal connectors for such use. Retrofit anchors not allowed on replacement or new construction. Retrofit anchors allowed on repairs only.
- ❖ Gutters are required and downspout terminations shall be min. 5' from property lines.
- ❖ Eave & gable edge flashing is required per IRC905.2.8.5

**If you have any questions, please contact the Community Development Department at
(708) 444-5100.**