



Permit Requirements

A permit is required for the construction, removal, resurfacing, replacement, enlargement, or reduction of all driveways. Complete a permit application online or in-person

Submit a plat of survey that indicates the location and size of the area of work. Provide a scope of work detailing the proposed construction.

If a contractor is hired, the contractor must register and bond with the Village of Hanover Park. Include a copy of their proposal with the application. If owner is doing the work, then the owner shall provide a scope of summary, list of materials and sign an owner Affidavit.

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.

Construction Requirements

General

Driveways shall be in the front, side, or rear yards and must be a minimum of 2 feet from the side property line.

Driveways shall not be less than 9 feet nor greater than 20 feet in width. The driveway apron may flare up to a maximum of 24 feet wide at the street but shall not be wider than 20 feet at the sidewalk.

Driveway widths more than 20 feet may be permitted for 3 or more car garages (excluding tandem garage parking spaces) at a width of 10 feet per parking stall provided lot coverage is met.

Up to an 18-inch-wide concrete, brick, or semi-permanent pavers may be permitted along each side of a driveway. The width of such extension shall count towards overall width calculations unless a permeable material is used.

Utility appurtenances (i.e. b-boxes, manholes, etc.) shall be located, protected, be accessible at all times, and kept clean during and after work.

Aprons can have a max slope of 10% from the sidewalk to the curb.

Materials

Driveway extensions shall not be located within 6 feet of a door facing the front yard, as measured perpendicularly from the building frontage to allow for egress.

Driveway extensions shall be at the same grade and utilize the same material as the existing adjacent driveway.

Asphalt driveways shall be constructed of a minimum 2-inch asphalt surface over 6-inch compacted gravel base.

Concrete driveways and aprons shall be constructed of a minimum 5-inch concrete over 6-inch compacted gravel base. The public sidewalk shall be a minimum 6-inch-thick concrete over 2 inch compacted gravel. Provide expansion joints where driveway meets the garage, sidewalks, and street. Reinforcing wire and/or bars is permitted in the driveway but is prohibited in the apron and public sidewalk.

Brick pavers shall be placed on a minimum 10-inch compacted gravel base. Homeowners are responsible for all future maintenance, removal, installation, and replacement of the pavers. This includes any work completed by the Village of Hanover Park or its Contractors, as the Village is not responsible for any damage, removal, installation or replacement of the pavers.

Widening & Extension

Walkways/stoops must be separated from the driveway so as to not be mountable by a vehicle.

-Examples of separation between driveway and walkway/stoop: (also see figure 2)

- Grade difference (steps or a stoop shall have a minimum of 4 inches, maximum rise of 7-3/4 inches and a minimum tread depth of 10 inches)
- Permanently installed landscaping
- Walkway/stoop must be narrower than 6'

Driveway widening shall only be allowed towards the nearest lot line for detached single-family dwellings to the extent feasible, or as otherwise approved by the zoning administrator.

Driveways may have a "swing out" that connects the existing driveway to a pad located in the side yard or a detached garage. Such "swing out" may only be permitted if the maximum driveway width and lot coverage limitations are not exceeded.

Driveways shall not be widened within the drip line (canopy) of a parkway tree.

Work shall not alter the existing drainage patterns/conditions in such a way that causes stormwater runoff to adjacent properties to increase.

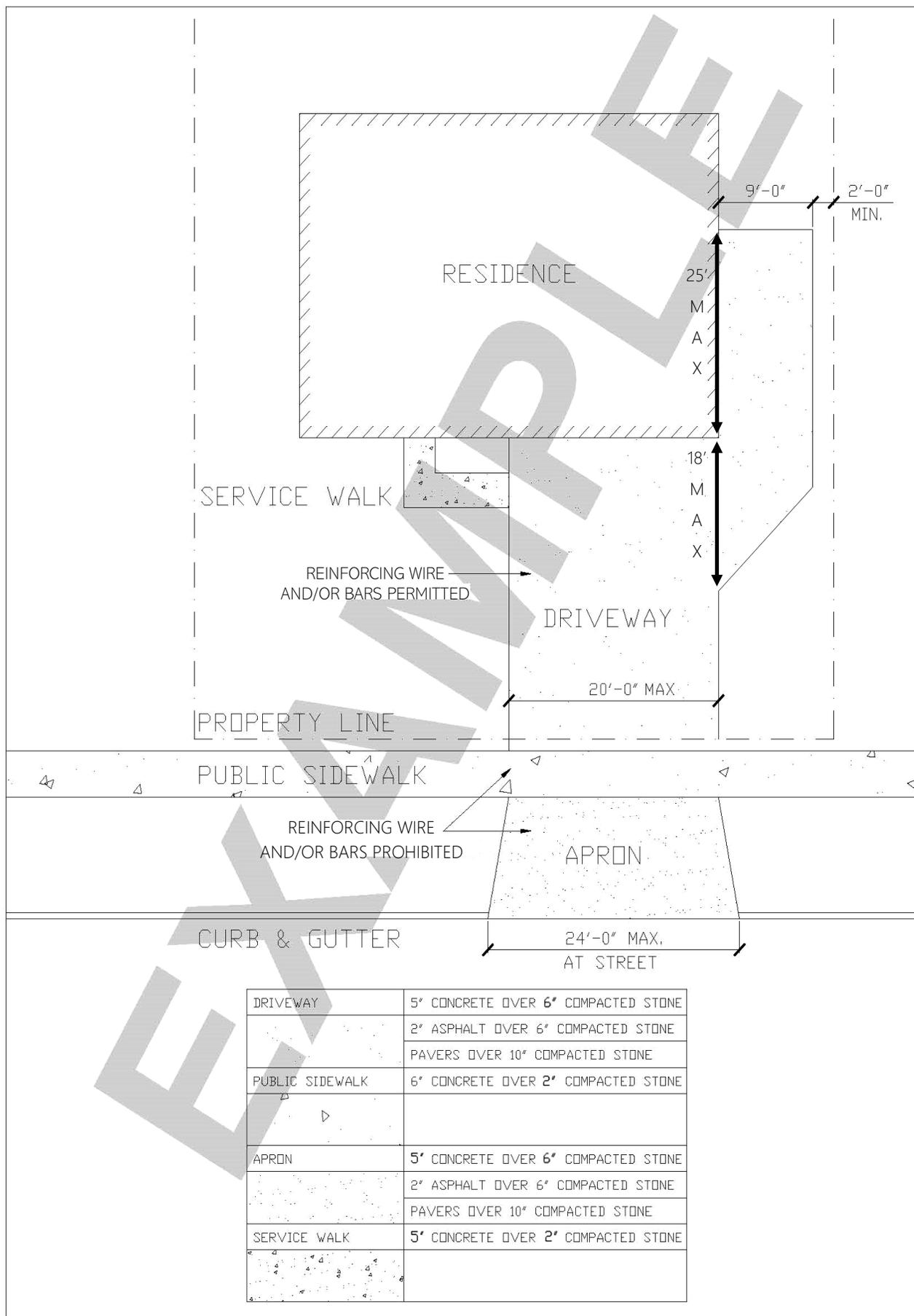
Widening, extensions, and 'swing-outs' may not be permitted depending on total lot coverage based on your zoning district and/or the Village's Stormwater Ordinance.

Inspections

A minimum of 24-hour notice is required for all inspections. To schedule an inspection, or if you have any questions, please contact the Fire Department's Inspectional Services Division at 630-823-5860.

A pre-pour inspection is required to verify the driveway is properly located, sized, and has an appropriate base.

A final inspection is required to verify the site is clean and the driveway is properly installed with no drainage issues or trip hazards.



Examples of separation between driveway and walkway/stoop (Figure 2):

VILLAGE OF HANOVER PARK FIRE DEPARTMENT

