



Permit Requirements

Complete permit application, online or in-person

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.

A permit is required for the construction, removal, resurfacing, replacement, enlargement, or reduction of all driveways.

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.

Asphalt or concrete contractors are required to be registered and bonded with the village.

Construction Requirements

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

Driveway expansions 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 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 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.

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.

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

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.

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

Concrete driveways shall be constructed of a minimum 5-inch concrete over 5-inch compacted gravel base. The apron and public sidewalk shall be a minimum 6-inch-thick concrete. Provide expansion joints where driveway meets the garage, sidewalks, and street. Reinforcing wire 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. Please note that if emergency repairs require the removal of the driveway apron, the Public Works Department will not reinstall brick pavers.

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.

