



Mascoutah
ILLINOIS

3 West Main St, Mascoutah, IL 62258
(618) 566-2964 ext. 503

permits@mascoutah.com

ACCESSORY BUILDING PERMIT APPLICATION

Office Use Only

Approved _____ Denied _____

Permanent Parcel

No. _____

Building Permit Application

No. _____

Date: _____

Fee Received: \$ _____

APPLICANT AND OWNER

Name of Applicant _____ Phone No. _____

Address of Applicant _____

Email Address _____

Name of Owner _____ Phone No. _____

Address of _____

Construction _____

Email Address _____

LOCATION OF PROPOSED CONSTRUCTION

Address of Proposed Construction _____

Parcel No. _____ Subdivision Name _____

Zoning District _____ Lot No. _____

PROPOSED CONSTRUCTION

() Garage () Carport () Shed () Other

PLANS AND SPECIFICATIONS

Utility Locates

- Contact JULIE (811) or (800) 892-0123 at least 48 hours before digging.
- Accessory buildings may not be placed over utility service lines or within utility easements.

Site Plan

- Property lines, easements w/ dimensions
- Adjoining streets, Driveways, Parking Areas
- Existing and proposed buildings/structures
- Setback distances from all property lines and other structures

Construction Plans:

- Building dimensions (length, width, and height)
- Foundation details
- Framing and elevations, if applicable

Structure	Height in Feet	Number of stories	Building sq ft.	Lot sq. ft.
EXISTING				
PROPOSED				

Estimated Cost \$ _____

Type of Material _____

SPECIAL REQUIREMENTS, IF ANY

A. Is written approval of the Board of Zoning Appeals required? _____

If "yes" explain: _____

B. Is variation or special exception to any provision of the Zoning Ordinance requested? _____

If "yes" explain: _____

CONTACTOR INFORMATION

General Contractor _____	Phone No. _____
Address _____	Email Address _____
Electrical Contractor _____	Phone No. _____
Address _____	Email Address _____
Plumbing Contractor _____	Phone No. _____ License No. _____
Address _____	Email Address _____
Roofing Contractor _____	Phone No. _____ License No. _____
Address _____	Email Address _____

I acknowledge that I have received and reviewed the "Accessory Building Requirements" handout and understand that my project must comply with all applicable City ordinances and adopted codes.

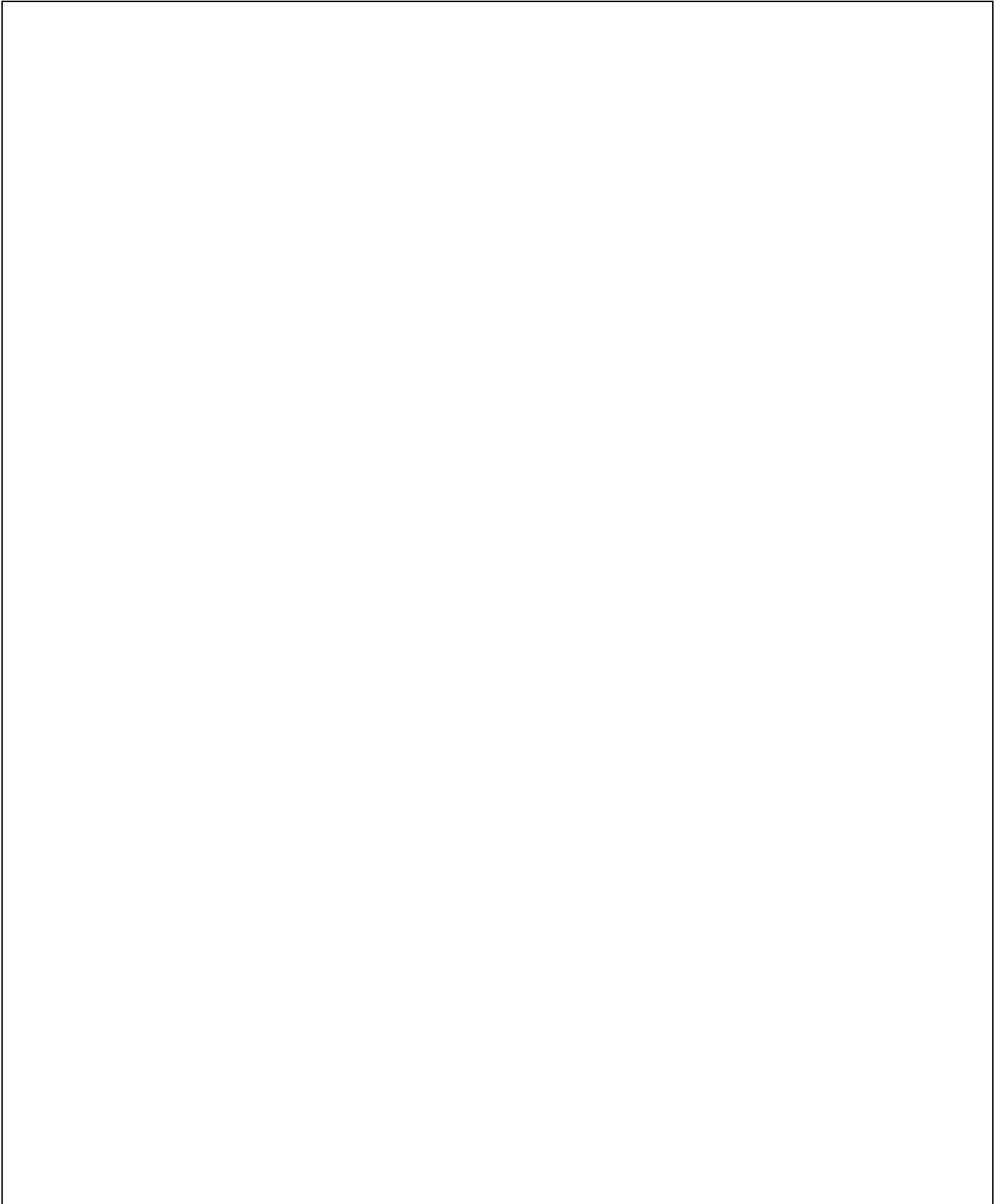
It is understood that any Permit issued on this application will not grant any right or privilege to erect any structure or to use any premises described for any purpose or in any manner prohibited by the Zoning Ordinance, or by other ordinances, codes, or regulations of the City of Mascoutah. The applicant further agrees to notify the Enforcing Officer at the stages of construction stated on the Permit, if granted. It is further understood that if construction is not started within six (6) months of the date of issuance of this Permit, the Permit shall become null and void.

Applicant Signature: _____ Date: _____

Please allow 5 business days for permit processing.

Note: Incomplete applications or missing information may delay permit review and approval.

SITE PLAN





ACCESSORY BUILDING REQUIREMENTS

The following is a summary of the City's general requirements for detached accessory buildings (garages, sheds, workshops, and similar structures). This handout is intended as a guide and does not replace the City of Mascoutah Code of Ordinances.

General Requirements

- An accessory building is permitted only on a lot with an existing principal structure.
 - Accessory buildings may not be used as a dwelling.
 - All accessory buildings must comply with the applicable zoning district regulations.
-

Location & Design Requirements

Accessory buildings shall:

- Be located at least 10 feet from the principal building.
 - Not be located in the front yard.
 - Maintain a minimum 5-foot setback from all side and rear property lines.
 - Be located outside of all utility and drainage easements.
 - Not be located within a required corner visibility triangle.
 - In residential zoning districts, garages and similar-sized accessory buildings that face the street shall be constructed with building materials that are similar to or consistent with the principal residence.
-

Height Requirements

Maximum building height:

- 15 feet in residential districts.
 - 25 feet in commercial and industrial districts.
-

Utility Requirements

- **Contact JULIE (811) at least 48 hours before digging or structure placement.**
 - Accessory buildings shall not be constructed over or beneath utility service lines or within utility easements.
 - Structures must comply with the National Electrical Safety Code (NESC) clearance requirements.
-

Permit Submittal Requirements

Please submit the following with your permit application:

☐ Site plan showing:

- | | |
|------------------------------------|-------------|
| • Property lines | • Easements |
| • Existing and proposed structures | • Driveways |
| • Setbacks | |

☐ Construction drawings or manufacturer's plans

Inspections

A building permit must be issued before construction begins.

Please contact the City Inspector to schedule all required inspections.

Applicant Acknowledgment

By signing the permit application, I acknowledge that I have received and reviewed the City of Mascoutah Accessory Building Requirements handout and understand that my project must comply with all applicable provisions of the City of Mascoutah Code of Ordinances, the City's Electric System Service Rules, and all adopted building codes.

This handout is a summary of general requirements and is provided for informational purposes only. Additional regulations or approvals may apply depending on the property, zoning district, easements, utilities, and project scope. Applicants are responsible for complying with all applicable federal, state, and local laws, ordinances, and adopted codes.