



GENERAL INSTRUCTIONS FOR A PERGOLA PERMIT

Need to submit:

1. Building permit application filled out completely, including cost of job for labor & materials (page 3).
2. Copy of contract (if applicable).
3. Completed Pergola Requirement Worksheet (page 2).
4. Plat of survey indicating location of pergola with all distances to the lot lines.
5. Detailed drawings showing the overall dimensions of the structure; pier and post spacing and locations; size, span, and spacing of beams; size, span, and spacing of roof/ceiling joist and any roof/ceiling material; details on all member-to-member connections (hangers, bolts, nails, etc.).

Pergola definition: A freestanding structure with columns or posts topped with beams and open rafters, which may or may not be connected to the wall of a building. A pergola may be a maximum of 350 square feet and 15 feet in height.

All pergolas shall comply with the following:

1. Location
 - a. No portion of a pergola is allowed on or in any easement.
 - b. Pergolas shall be a minimum of 5 feet from any property line.
2. Piers
 - a. Piers shall be poured isolated.
 - b. Piers shall be a minimum of 8 inches in diameter and 42 inches below grade.
 - c. Once the holes for the piers are dug, there shall be an inspection before concrete is poured.
3. Support post
 - a. Support post shall be spaced a maximum of 8 feet on center.
 - b. When a post base is attached to the surface of a supporting pier or when a support post is buried, sway bracing shall be provided.
 - c. When burying the support posts, 36 inches of each support post shall be buried.
4. Connections
 - a. Post to pier connections shall be made with an approved connector.
 - b. All connectors shall be installed per the manufacturer's specifications.
 - c. Beam to post connections shall be made by through bolting with a minimum of two ½ inch diameter bolts or by installing approved connectors.
 - d. Joist to beam connections that are toe nailed shall be made with a minimum of two 16d nails.
5. Roof
 - a. The roof must remain at least 60% open.
 - b. Ceiling joists, beams, and posts shall be built to withstand a minimum of 30 pounds per square foot snow load plus 10 pounds per square foot dead load.
 - c. Use appropriate sizing chart as a guideline.
 - d. Plans that do not meet this requirement will need approval from an Illinois Licensed Design Professional.

Note to applicant: Contact your Homeowner's Association before you begin work. The Village of Oswego has no authority to enforce the covenants or adopted rules of your Homeowner's Association.



PERGOLA REQUIREMENT WORKSHEET

1. What type of material will be used to construct the pergola: **TREATED** or **CEDAR** or **OTHER**
 - a. If **OTHER**, please explain: _____
 - b. If installing a prefabricated pergola, provide the manufacturer’s installation instructions.
2. Will the pergola be attached to a structure? **YES** or **NO**
3. Will the pergola be freestanding? **YES** or **NO**
4. Will the support posts be attached to piers? **YES** or **NO**
 - a. If **YES**, pergola piers will be _____ inches in diameter by _____ inches below grade. (Piers shall be isolated and a minimum of 8 inches in diameter and 42 inches below grade.)
5. Will the support posts be buried 36 inches in lieu of piers? **YES** or **NO**
6. Will sway bracing be installed? **YES** or **NO**
7. Pergola support posts will be _____ by _____ inch post.
8. Pergola support posts will be spaced _____ feet on center. (Maximum unsupported span for a support beam shall be 8 feet.)
9. Pergola support posts will be _____ feet in height. (If support posts are to be buried in the ground, the buried portion shall be a minimum of 36 inches.)
10. Pergola support beams will be double members using **2x6** or **2x8** or **2x10** or **2x12** (circle one).
11. Pergola ceiling joists will be single members using **2x6** or **2x8** or **2x10** or **2x12** (circle one).
12. Pergola ceiling joist will be spaced _____ inches on center.
13. Residential lots have a maximum impervious surface coverage requirement. “Impervious Surface” refers to surfaces that alter the natural course or rate of absorption of stormwater, and may include, but is not limited to, principal structures, accessory structures, decks, walkways, paved parking lots, and paved driveways. To assist staff in calculating the impervious surface of your property, please provide the following information:

Impervious Surface Type	Impervious Surface Area (sq ft)	
	Existing	Proposed
Building Footprint (including attached garage)		
Driveway		
Walkways		
Decks, Porches, Patios		
Swimming Pools, Hot Tubs		
Detached accessory structures (sheds, gazebos, garages)		
Other		



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 Website: <http://www.oswego-il.org>
 Building & Zoning Email: BZinfo@Oswegoil.org

RECEIVED _____
 ENTERED _____
 APPROVED _____
 CONTRACTOR REG. _____
 COMPLETE _____

Building Permit Application

Permit No. _____

CUSTOMER/OWNER INFORMATION	Name _____ Project Address _____ Sub-division _____ Lot No. _____ Phone No. _____ Email _____
CONTRACTOR INFORMATION	Name _____ Address _____ City _____ State _____ Zip _____ Phone No. _____ Email _____ Field Contact Name _____ Phone No. _____

Approximate Construction Cost (Including Labor): \$ _____
 All permit applications require supplementary documents for each permit request

EXISTING & NEW STRUCTURE REQUESTS	<table style="width:100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Re-roof <input type="checkbox"/> Siding <input type="checkbox"/> Replacement Windows <input type="checkbox"/> Replacement Doors <input type="checkbox"/> Deck <input type="checkbox"/> Patio/Side Walks <input type="checkbox"/> Driveway <input type="checkbox"/> Radon Mitigation <input type="checkbox"/> Solar </td> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Fence <input type="checkbox"/> Shed <input type="checkbox"/> Pergola <input type="checkbox"/> Hot Tub <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Above <input type="checkbox"/> Inground <input type="checkbox"/> Temporary <input type="checkbox"/> HVAC </td> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Water Heater <input type="checkbox"/> Plumbing Work <input type="checkbox"/> Electrical Work <input type="checkbox"/> Additions <input type="checkbox"/> Basement/Remodel • Location _____ <input type="checkbox"/> Lawn Irrigation <input type="checkbox"/> Garage <input type="checkbox"/> Other _____ </td> </tr> <tr> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Chicken Coop <input type="checkbox"/> Tent </td> <td colspan="2"></td> </tr> </table>	<input type="checkbox"/> Re-roof <input type="checkbox"/> Siding <input type="checkbox"/> Replacement Windows <input type="checkbox"/> Replacement Doors <input type="checkbox"/> Deck <input type="checkbox"/> Patio/Side Walks <input type="checkbox"/> Driveway <input type="checkbox"/> Radon Mitigation <input type="checkbox"/> Solar	<input type="checkbox"/> Fence <input type="checkbox"/> Shed <input type="checkbox"/> Pergola <input type="checkbox"/> Hot Tub <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Above <input type="checkbox"/> Inground <input type="checkbox"/> Temporary <input type="checkbox"/> HVAC	<input type="checkbox"/> Water Heater <input type="checkbox"/> Plumbing Work <input type="checkbox"/> Electrical Work <input type="checkbox"/> Additions <input type="checkbox"/> Basement/Remodel • Location _____ <input type="checkbox"/> Lawn Irrigation <input type="checkbox"/> Garage <input type="checkbox"/> Other _____	<input type="checkbox"/> Chicken Coop <input type="checkbox"/> Tent		
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Certificate:

I HEREBY CERTIFY THE ABOVE STATEMENTS TO BE CORRECT

The applicant agrees to conform to all applicable Federal, State, and Local laws of this jurisdiction. They also agree that all work performed under this permit will be in accordance with plans and specifications accompanying this application, except for changes as may be required by the adopted Building Code and inspection officials.

Applicant's Signature _____

Date _____

Permit Approved By: _____ Date: _____