

Village of South Elgin
Community Development Department

10 N. Water Street
847-741-3894
847-741-3959 FAX

Monday – Friday
8:30 a.m. – 5:00 p.m.
www.southelgin.com

FENCE PERMIT APPLICATION

PROPERTY INFORMATION

Address: _____ **South Elgin, IL 60177**

PROPERTY OWNER INFORMATION

Name: _____

Address: _____

Email: _____

Phone: (____) ____ - ____ Fax: (____) ____ - ____ Cell: (____) ____ - ____

CONTRACTOR INFORMATION (If applicable)

Contractor Type: _____

Business Name: _____ Contact Person: _____

Address: _____

Email: _____

Phone: (____) ____ - ____ Fax: (____) ____ - ____ Cell: (____) ____ - ____

OTHER CONTACT INFORMATION (If applicable)

Contact Type: _____

Business Name: _____ Contact Person: _____

Email: _____

Phone: (____) ____ - ____ Fax: (____) ____ - ____ Cell: (____) ____ - ____

ADDITIONAL INFORMATION

Estimated Value of Work: _____ Applicant (check): Property Owner Contractor Tenant
 Other: _____

I have read & understand the attached fact sheet. Initial: _____ Date: _____

In consideration of this application and attached forms being made a part thereof and the issuance of permit, I will conform to the regulations set forth in the Village of South Elgin Codes and Ordinances. I also agree that all work performed under said permit will be in accordance with the approved plans, specifications and plat diagram which may accompany this application, except for such changes as may be necessary and authorized or required by the Village of South Elgin. No work shall be conducted until a permit is issued and obtained. I will submit this work to the required inspections, before work is covered up, and prohibit the occupancy of any space until a Certificate of Occupancy or Letter of Completion has been obtained from the Community Development Department. The applicant has furnished the information contained herein.

Applicant Signature: _____ Date: _____

Applicant Name & Title (please print): _____

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For Office Use Only

Submittal Checklist: Application Complete Plat of Survey Submittal Worksheet

Permit #: _____ Date Received: _____ Received By: _____ PIN: _____

FENCE PERMIT WORKSHEET

DESCRIPTION

Type: Residential Nonresidential

Fence Material: _____

Fence Style (check): Split Rail (2 Rails) Privacy Semi-Privacy Chain Link

Other, please specify: _____

Fence Height: _____ If Vinyl Coated, Color of Chain Link: Black Brown Green

Is fence intended to be a swimming pool barrier? Yes No

Additional Comments: _____

SUBMITTAL CHECKLIST

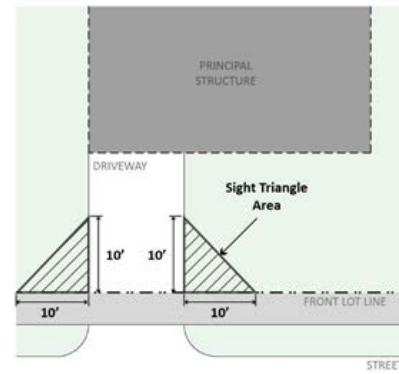
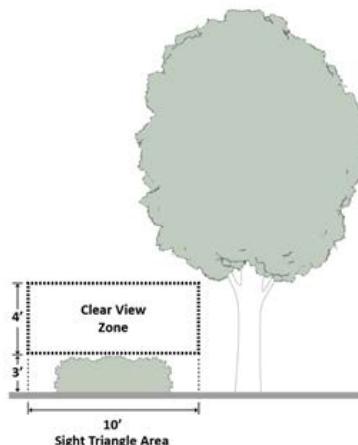
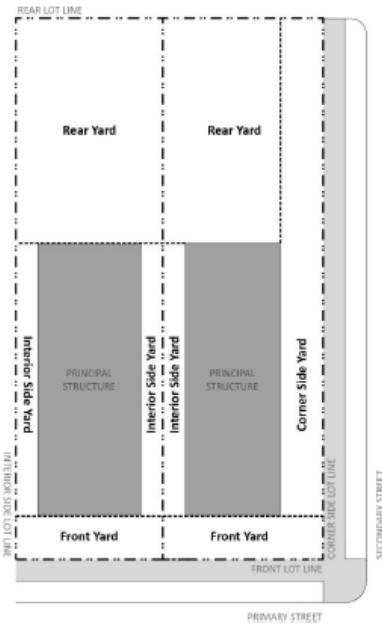
- Provide a plat of survey (11"x17" max.) indicating location, style & height of fence. This survey must show all existing structures.
 - Thornwood Residents Only: Homeowners Association's written approval, if proposed fence is other than cedar or exceeds 54" in height.
-

Village of South Elgin
Fence/Wall Permit Fact Sheet

MINIMUM REQUIREMENTS:

Zoning:

1. Fences and walls, including all posts, bases, and other structural parts, shall be located completely within the boundaries of the lot on which it is located. *156.07D3d1*
2. In residential districts, the maximum height of a fence or wall shall be four feet in the front and corner side yard, and six feet in an interior side or rear yard. Except that fences or walls located within a corner side yard may be six feet if they are within the minimum corner side setback of the principal structure. *156.07D3d1a*
3. The maximum height of a fence or wall shall be measured from the ground at the base of the fence or wall. In residential districts, the maximum height of a fence or wall shall be four feet in the front and corner side yard, and six feet in an interior side or rear yard. *156.07D3d2*
4. In all zoning districts, both sides of a fence or wall shall be similar in construction, design, and appearance. The finished side of a fence or wall shall face outward from the lot so that all posts are located on the property owner's side of the fence or wall. *156.07D3d3a*
5. In Residential Districts, fences used or designed to screen or conceal a front yard shall not be permitted. In residential districts, fences and walls may be constructed of treated wood, simulated wood, vinyl, chain link without slats, wrought iron, brick, and stone. *156.07D3d3b*
6. Fences shall not be constructed of snow fencing, barbed wire, electrically charged wire, or razor wire. *156.07D3d3d*
7. No accessory structure shall be constructed prior to the construction of the principal building to which it is accessory. *156.07D1a*
8. No building, structure, sign, or landscape element shall obstruct the area between three feet and seven feet in height within the sight triangle area on each side of any driveway. Beginning at the intersection of the driveway with the lot line, the sight triangle shall be formed by measuring 10 feet along the lot line in the opposite direction of the driveway and 10 feet along the driveway in the opposite direction of the lot line, then connecting the endpoints of the lines across the subject property. *156.08J4*



Building:

1. J.U.L.I.E. (811) must be notified two (2) working days prior to digging.
2. The installer is responsible for following manufacturer's specifications.

Requirements listed are general requirements only; additional code requirements may apply to your project.
Covenants are regulated by your Homeowners Association; covenants are not enforced by the Village.

PERMIT FEE:

1. \$40, which includes the required inspections, for residential. Payable when permit is issued.
2. \$60, which includes the required inspections, for nonresidential. Payable when permit is issued.
3. \$75 fee, if a reinspection becomes necessary.

INSPECTION REQUIREMENTS:

1. A final inspection is required when the work is complete.

Failure to schedule an inspection will result in penalties.

SUBMITTAL REQUIREMENTS:

1. Complete, sign & date the permit application.
2. Provide a plat of survey (11"x17" max.) indicating location, style & height of fence. This survey must show all existing structures.
3. Thornwood Residents Only: Homeowners Association's written approval, if proposed fence is other than cedar or exceeds 54" in height.

Permit applications **will not** be processed without complete information. The Community Development Department does not require submittal of social security numbers. Black out social security numbers on any documents prior to submittal.

FOR FENCES USED AS A BARRIER FOR SWIMMING POOLS, REFER TO THE SWIMMING POOL FACT SHEET