



Community Development Department
 1200 L.W. Besinger Drive - Room 214
 Carpentersville, IL 60110
 Hours: M-F 8:30 AM – 5:00 PM
 Phone (847) 551-3478
 Fax (847) 426-0864
<http://vil.carpentersville.il.us>

Installing a Fence

ADDRESS:	Date Received:
Applicant Name:	Check in by:
Applicant Daytime Phone:	Date Returned to Applicant:
Applicant Email Address:	

I understand that any missing or incomplete items or failure to clearly describe the proposed scope of work will cause this plan review to be delayed until the submittal is complete and/or the work is correctly described. Upon submittal of the remaining items, I understand that the plans are still subject to review by the Village and that corrective measures and/or additional information may be required.

 Applicant Signature _____
 Date

Submittal Checklist, minimum requirements:

OK	N/A	Item Description
		Homeowners Association approval letter, if required
		Completed fence permit application
		Accurate plat of survey indicating exact location of fence on property, distance of fence to property lines.
		Detailed specifications of fence including fence style and fence construction material

Minimum Requirements:

1. The finished side of the face must face outwards.
2. No residential fence can exceed 6 feet in height.
3. No fence can exceed 5 feet in height where parallel to the sides of the home.
4. Fences must be setback a minimum of 2 feet from the front plane of the home.
5. Contact the Community Development Department for setback requirements for corner yard fences, fence screens, and non-residential fences.
6. Fence posts must be buried a minimum of 30 inches and be structurally stable.
7. No fence can obstruct the flow of storm water.

Minimum Requirements (Cont'd):

8. All earth excavated for post holes must be hauled offsite and disposed of properly.
9. No fence can encroach over a property line.
10. The following fences are prohibited: barbed wire, spiked tips, razor wire, woven wire or mixed materials.
11. Fencing in easement areas are subject to removal at homeowners expense.
12. Permits are issued a minimum of 72 hours after permit applicant furnishes the Village with the J.U.L.I.E. dig number.
13. Permit fees: \$35, payable at time of permit issuance.
14. **Please note that there is a \$50 fee for re-inspections.**

Minimum Required Inspections:

Final inspection when all work is completed.

Schedule Inspections With:

Community Development Dept.—
(847) 551-3478

Helpful Contact Information:

J.U.L.I.E. 811

Ameritech (800) 244-4444

Comcast (800) 226-2278

Com Ed (800) 344-7661

Nicor (800) 730-6114

Click on our Village website page at:
<http://vil.carpentersville.il.us/building.htm> for more information.