

PERMIT CHECK LIST

- Permit application
- A plat of survey showing the proposed location of the fence
- Type and height of the fence
- A letter of approval from home owner association, if applicable
- Name and address of **licensed** and **bonded** contractor installing the fence.
- Call J.U.L.I.E. 1-800-892-0123

YOUR PERMIT WILL NOT BE PROCESSED WITHOUT **ALL** OF THE ABOVE ITEMS. **PLEASE ALLOW A MINIMUM OF FIVE WORKING DAYS FOR PERMIT REVIEW.**

FINAL NOTE

Please remember that once installed, your fence is required to be kept maintained. Painted fences are expected to be maintained with a proper surface coating, free from loose and flaking paint chips. Growth of tall grass and weeds need to be maintained on both sides of your fence. Damaged or worn components of the fence require proper replacement or repairs.

Mission Statement

The Glendale Heights Department of Community Development strives to provide professional assistance in planning, development and construction by adopting and enforcing current codes and standards in a uniform and unbiased manner, in order to establish and maintain a safe, healthy and attractive community for all residents and business owners.



Village of Glendale Heights
**Department of Community
Development**

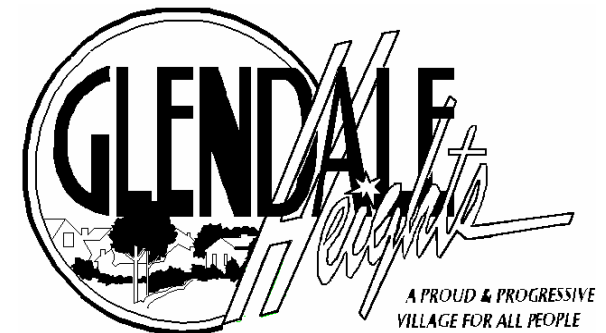
300 Civic Center Plaza
Glendale Heights, IL 60139
Phone (630) 260-6030
Fax (630) 260-1317

This brochure contains general information and is not to be used for interpretation of actual village codes. The drawings used in this brochure are intended to aid in the understanding of the Zoning Ordinance. They are for illustrative purposes only and are not to be used for interpretation of actual zoning regulations. Please contact the Department of Community Development during regular business hours regarding specific questions.

**VILLAGE OF GLENDALE
HEIGHTS**

**DEPARTMENT OF
COMMUNITY
DEVELOPMENT**

Fences



- RESIDENTIAL FENCES
- BUILDING PERMIT REQUIREMENTS
- APPLICABLE BUILDING CODES
- GENERAL REGULATIONS
- INSPECTIONS
- VISUAL KEY DIAGRAM
- PERMIT CHECK LIST

RESIDENTIAL FENCES

A fence defines a property owner's boundaries, provides a certain level of protection and privacy. With proper planning, your fence can be a long lasting and enjoyable asset to your property. This brochure is intended to assist you with your plans for building a fence. Please remember, prior to any excavation, you are required to contact J.U.L.I.E. at 1-800-892-0123 to mark all underground utilities.

BUILDING PERMIT REQUIREMENTS

Permits are required and must be obtained prior to the construction of a new fence. To apply for a building permit, please bring the following to the Department of Community Development.

1. Completed building permit application.
2. A plat of survey showing the proposed location of the fence and distance to all lot lines and easements.
3. A complete description of the fence, including type and height.
4. Name and address of the contractor installing the fence. Contractors are required to be licensed and bonded with the Village of Glendale Heights, prior to any permits being issued.
5. If you reside in a development governed by a homeowner association, you are required to obtain a letter of approval from the association.

APPLICABLE BUILDING CODES

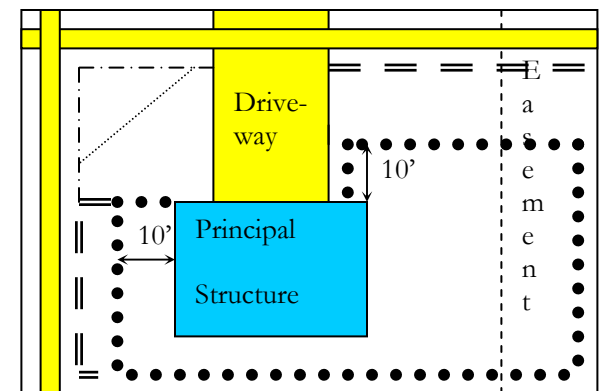
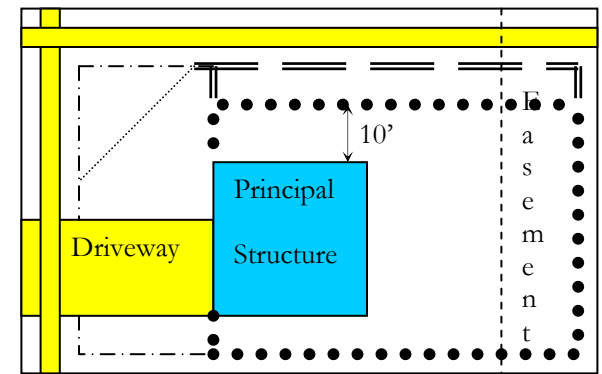
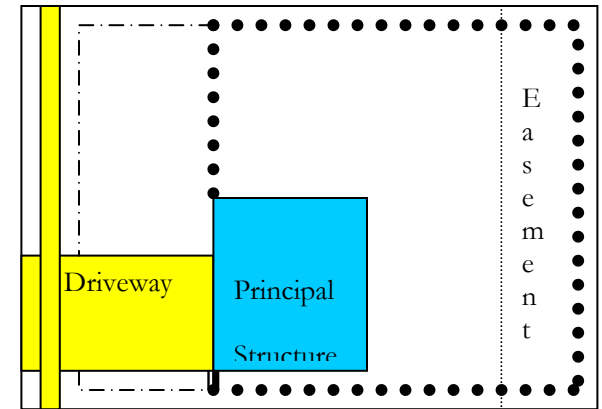
All fences shall comply with the Village of Glendale Heights Zoning Regulations and the Village Code.

GENERAL REGULATIONS

- 1) Cyclone or wood fences must be constructed of an approved permanent material. No fence or wall is permitted that is electrified, or that contains broken glass, barbed wire or other material reasonably calculated to do bodily harm.
- 2) All fences are required to have the finished side facing out.
- 3) The maximum height of any fence is six feet.
- 4) Ornamental fencing placed in front of the principal building may not exceed a height of 3.5 feet. Hedges may not exceed a height of 2.5 feet in front of the principal building.
- 5) Postholes must be a minimum of 24 inches deep.
- 6) Privacy fences must be installed with the bottom of the fence a minimum of 4 inches above grade, for drainage.
- 7) Dog runs shall be constructed of open fencing, and are not to exceed 8 feet in total height and not more than 50 feet in total length, on any side. The dog run must be located at least 10 feet from all lot lines.
- 8) An easement agreement is required to be signed if you are installing a fence on a drainage or utility easement.

INSPECTIONS

Fences require a final inspection. **A 24 hour advanced notice is required prior to all inspections.** The appointment for this inspection can be scheduled by calling the Department of Community Development at 630-260-6030



- ● ● ● ● = 6' solid or open fence
- == == : = 4' open fence or 2.5' hedge
- - - - - = 3.5' ornamental fence or 2.5' hedge
- △ (dotted) = clearance triangle – 2.5' solid fence or hedge- or – 3.5' open fence