



# FENCE Permit Application Checklist

Community Development Department

Revision Date: 07/22/2020

## Required Permit Applications:

- ❖ [Fill out and submit Building Permit Application](#)

## Submittal Requirements:

- ❖ **Fence New**
  - [Click here for Detail Requirements](#)
  - For paper submission, Two (2) copies of Plat of Survey indicating the size and locations of the fence marked with a highlighter pen / For online submission, One (1) copy of Plat of Survey
  - Description of Fence
  - [Property Owner Release and Waiver of Liability](#)
- ❖ **Fence Replacement/Repair**
  - For paper submission, Two (2) copies of Plat of Survey indicating the size and locations of the fence marked with a highlighter pen / For online submission, One (1) copy of Plat of Survey
  - No Permit is required for 3 sections of fence or less

## Permit Fees (Fee is not due until permit is ready):

- ❖ \$40.00

## License Requirements:

- ❖ None

## Other Requirements & Information:

- ❖ Work must be started and completed within six (6) months of the issue date.
- ❖ Individual subdivision covenants may have special requirements and restrictions. It is up to homeowner to receive Home Owner's Association approval.
- ❖ After Permit is issued, as construction progresses, inspections are required. [Click here to schedule inspections online](#). Or call us at 847-658-2700 # 1003.
- ❖ Contact JULIE at 811 or [www.illinois1call.com](http://www.illinois1call.com) before you dig.

## Adopted BUILDING CODES:

International Residential Code 2006 | International Building Code 2006 | International Fire Code 2006 | International Mechanical Code 2006 | International Fuel Gas Code 2006 | National Electrical Code 2002 | [Illinois State Plumbing Code 2014](#) | [Illinois Energy Conservation Code 2015](#) | International Existing Building Code 2006 | International Property Maintenance Code 2006 | Illinois Accessibility Code 1997

Please note that this checklist is not intended to be all-inclusive.  
Due to changes in codes, regulations, and ordinances, other requirements may apply.