



FENCE CHECKLIST

PERMIT APPLICATION & SUBMITTAL REQUIREMENTS:

- Complete a fence permit application
- Contractors must obtain a Village Contractors license prior to issuance of permit (No insurance or bond required)
- Submit a plat of survey clearly identifying the location and dimensions of the proposed fence
 - The maximum height of the fence shall be six (6') feet
 - All fences shall be constructed so the finish side of the fence faces away from the interior of the property
 - Fences shall be constructed to allow access to utility boxes
- Permit requirements
 - All fence posts shall be set in concrete the full depth of the post hole
 - All post holes shall extend at least thirty six (36") inches below grade
 - Vinyl & composite fences shall have post holes which are ten (10") inches in diameter and extend at least forty two (42") below grade
 - All dirt spoils shall be removed from the site
 - If the permit applicant wishes to connect the proposed fence with fences located on adjacent properties, written permission from the neighboring property owner shall be obtained and submitted to the Village for review. Encroachments on neighboring properties without consent is prohibited.
 - Fences shall not extend past the nearest front corner of the principal building on the lot in which the fence is located nor beyond the nearest front corner of the principal building located on an adjacent single family residential lot.
- Must comply with the following codes:
 - 2018 International Residential Code
 - Elk Grove Village Zoning Ordinance

INSPECTIONS:

Inspections are scheduled by calling (847) 357-4220 between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday. Please have the **permit number** and **site address** ready. In addition, please allow a minimum of 24 hours when scheduling an inspection.

- Post Holes
- Final