

Permit Submission Requirements

A completed application should include:

- A copy of the signed construction contract.
- A copy of the plat of survey with the proposed location of the fence.

Other Requirements

- Residential fences cannot exceed six feet (6') in height.
- Fences along designated major arterial roadways shall not exceed eight feet (8') in height.
- Post holes filled with concrete shall be provided with a depth of at least forty-two inches (42") below grade for all fences.
- All fences must be constructed so that the finished side of the fence faces away from your property.

Corner Lots

Fences are permitted on corner lots under limited conditions. Please contact the **Community Development Department** for specific information.

Location

- Fences may be placed on the property line. However, it is recommended that the fence be placed three inches (3") or more inside the property line to ensure that the fence does not encroach onto your neighbor's yard.
- Fences shall be constructed so that access to utility boxes are not impaired.
- All fences are prohibited in the front yard. Your fence cannot extend beyond the front corner of your house, nor beyond a line extended from the nearest front corner of your neighbor's house.

In most cases, your fence permit will be issued over the counter.

Questions?

Call the Community Development Department at
(847) 357- 4220
Monday through Friday
8:00 a.m. – 5:00 p.m.

Fences

A How-to Guide for Obtaining a Permit for your Project

Part of the...



Elk Grove Village

Home Improvement Series



Why?

- The Community Development Department is committed to public safety and exceptional service through education, code compliance and community partnership.
- The permit process is in place to protect you and your investment, as well as your neighbors and the Village from improper work done by contractors. Permits ensure that all construction is completed correctly and meets established standards for safety.

How?

In Person

1. Obtain a permit application from the Community Development Department located on the main level of the **Charles J. Zettek Municipal Building** at 901 Wellington Avenue.
2. Return the completed permit application and all supporting documentation to the Community Development Department.
 - i. Please refer to submission requirements for additional information.
3. After you receive your permit and at least 48 hours before you begin digging, call J.U.L.I.E. (Joint Utility Information for Excavators) at **811**.
4. After you receive your permit, be sure to call for your required inspections.

Online

1. Visit our permits page at: <https://www.elkgrove.org/government/community-development/permits>
2. Fill out the online permit request form.
3. Attach a copy of the plat of survey and contract.
4. Once the permit is approved, the applicant will be contacted.
5. After you receive your permit, be sure to call for your required inspections.

Inspections

Inspections required at various stages of the project:

Post Hole

- This inspection is conducted to ensure the proper post-hole depth and location of your fence.

Final

- When fence construction and landscape restoration are complete.

Requesting Inspections

To schedule an inspection, contact the Community Development Department at (847) 357- 4220, Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m. Requests for inspections must be made 24 hours in advance. Please have your **permit number** ready when you call.

