

FENCES

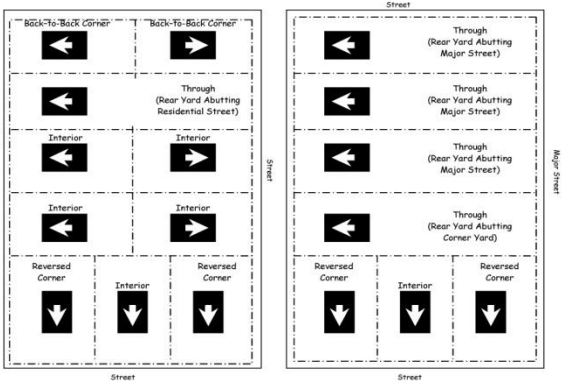
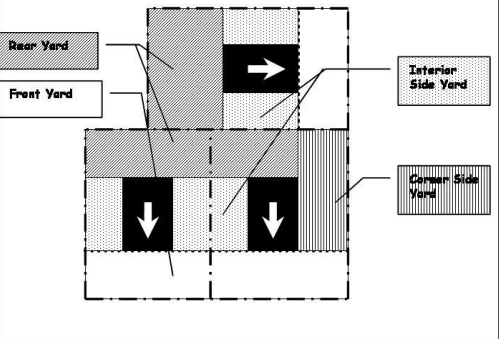
Application Date ____/____/____

BUILDING PERMIT APPLICATION

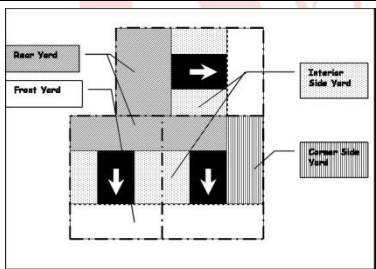
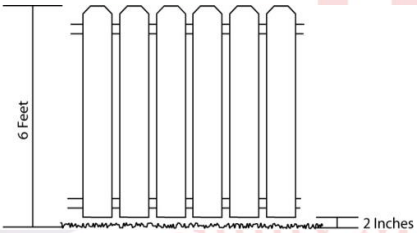
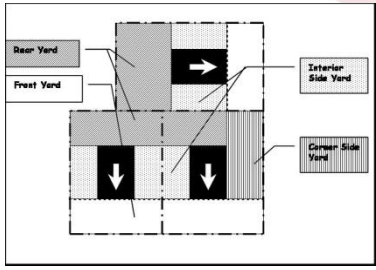
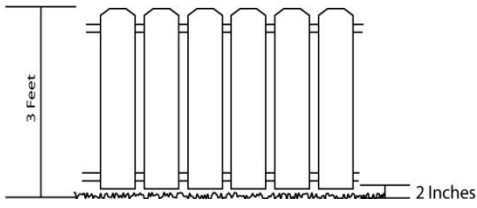
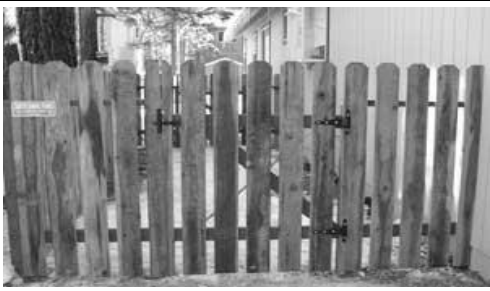
Property & Owner Information	
Owner Name	
Phone	
Email Address	
Street Address	_____
	<i>Romeoville, Illinois 60446</i>
Subdivision & Lot #	Subdivision _____ Lot # _____
Work Performed by Homeowner	
If you are doing the work yourself complete the <i>Property Owner's Acknowledgement of Responsibility</i> form.	
Contractor Information	
If you are using a contractor or sub-contractor, a copy of the signed contract shall be included with the application and the following information shall be provided. All contractors and sub-contractors doing work in Romeoville shall be registered, insured and bonded with the Village.	
Contractor Name	
Contractor Address (no P.O. Box)	
Contractor Phone	
Who is the applicant?	<input type="checkbox"/> Owner <input type="checkbox"/> Renter <input type="checkbox"/> Contractor
Who will be doing the work? Check all that apply.	<input type="checkbox"/> Self <input type="checkbox"/> General Contractor
Who is the contact person?	<input type="checkbox"/> Homeowner <input type="checkbox"/> Contractor
<div style="color: red; font-size: 24px; font-weight: bold;"> \$ 50.00 Plan Review Fee when Permit Application is submitted (*applies to residential permits only*) </div>	
Estimated Cost	\$ _____
Office Use Only	
APPLICATION #:	
Application Date:	
Received By:	
Permit #:	
<div style="border: 1px solid gray; padding: 10px; background-color: #f0f0f0;"> Status Sticker OFFICIAL USE ONLY </div>	
<div style="color: blue; font-size: 24px; font-weight: bold;"> \$ 35.00 Cost of Permit when Permit is Approved (*applies to residential permits only*) </div>	







The Village of Romeoville has codes that guide the height and location of fences. Use this form and checklist as you plan your fence to ensure that you include all information needed to review your application. Please note that this form is designed to assist you in submitting an application for a fence. It addresses the most common questions asked by residents. Please refer to the Village's Code of Ordinances for more detailed specifications.





Site Requirements

Requirement		Office Use
<p>You shall submit a Plat of Survey or scaled plot plan which shows all structures on the lot, including the home, decks, porches, sheds, garages, pools, gazebos, property lines, easements, etc. The structures shall be drawn to scale, labeled, and dimensioned.</p>	<p>All structures, property lines, and easements of any kind.</p>	
<p>The proposed fence shall be shown. The exact location of the fence and height shall be shown.</p>	<p>The proposed fence.</p>	
<p>Fences locations and height are regulated differently depending on your yard's layout.</p>		<p>Determine which type of yard you have.</p>
<p>Fences locations and height are regulated differently depending on which yard type you are placing your fence.</p>		<p>Determine which yard you are placing your fence.</p>
<p>Fences shall be located on the homeowner's property.</p>	<p>Fence is on the owner's property.</p>	
<p>Fences should not join adjacent fences on another person's property.</p>	<p>Make sure fence is entirely on the homeowner's property.</p>	

Height Restrictions	Front Yard	Reverse Corner Yard	Back-to-Back Corner Yard	Rear Yard Fences on Interior Lots	Fence is in _____ Yard	
Maximum Height	3 Feet	3 Feet	6 Feet	6 Feet	Height: _____ Feet	
Setback Restrictions	Front Yard	Reverse Corner Yard	Back-to-Back Corner Yard	Rear Yard Fences on Interior Lots	Fence is in _____ Yard	
Minimum Setback	1 Foot*	1 Foot	1 Foot	None	Height: _____ Feet	
*** No front yard fences shall run parallel to the front lot line. Fences are allowed along the side lot line.						
The village engineer has identified certain drainage easements in which no fence is permitted due to flooding concerns.					Check with staff to ensure any fence is not located in one of these easements.	

Requirement	Fill in the blanks.	Office Use
Fence shall be 2 inches above grade.	Ensure 2 inches of air are between the ground and the new fence.	
 <p>The total height of the fence cannot exceed 6 feet from the average surrounding grade to the highest point in rear and side yard (a) nor can it be less than 3 feet.</p>		
 <p>The total height of the fence cannot exceed 3 feet from the average surrounding grade to the highest point in any front or (a) nor can it be less than 3 feet.</p>		
Open Fence	A fence which has over its entirety at least forty percent (40%) of the surface area in open space when viewed at a right angle to the fence.	

<p>Solid Fence</p>	<p>A solid fence has less than forty percent (40%) of the surface area in open space when viewed at a right angle to the fence.</p> <p><i>*Privacy fences are not permitted in drainage easements.</i></p>		
<p>Picket Fence</p>	<p>An open fence with spaces between vertically-run members (pickets). Pickets may not exceed three inches (3") in width.</p>		
<p>Split-Rail Fence</p>	<p>An open fence with horizontal members running between vertical posts.</p>		
<p>Shadow Box Fence</p>	<p>A fence where vertical members are alternated on two different planes creating the overall look of a solid fence.</p>		
<p>Privacy Fence</p>	<p>A solid fence. The privacy fence provides little or no space between members and all fence boards rub along the same plane.</p> <p><i>*Privacy fences are not permitted in drainage easements.</i></p>		
<p>Chain Link / Cyclone Fence</p>	<p>A fence constructed of chain link fabric that is finished at all edges.</p>		

<p>Wrought Iron Fence</p>	<p>An open fence constructed of wrought iron, other metal, PVC, or anodized aluminum possessing similar aesthetic characteristics.</p>		
<p>Hedge</p>	<p>Any group of plantings designed so as to define a property edge similar to the function of a fence.</p>		
<p>Wall</p>	<p>An open or a solid fence constructed of masonry.</p> <p><i>*Walls are not permitted in drainage easements.</i></p>		
<p>Retaining Wall</p>	<p>Any wall designed or used to change the grade of the yard by creating a terrace or drop-off, commonly used to increase the level or useable area of a yard. The term retaining wall does not describe decorative edgings for planting beds, gardens or trees not located within drainage easements.</p>		

Types of Fences Permitted					
	Front Yard	Reverse Corner Yard	Back-to-Back Corner Yard	Rear Yard Fences on Interior Lots	
Picket	Permitted	Permitted	Permitted	Permitted	
Split-Rail	Permitted	Permitted	Permitted	Permitted	
Privacy	Not Permitted	Not Permitted	Permitted*	Permitted*	
Chain Link / Cyclone**	Not Permitted	Not Permitted	Not Permitted	Permitted	
Wrought Iron	Permitted	Permitted	Permitted	Permitted	
Hedge***	Permitted	Permitted	Permitted	Permitted	
Walls	Not Permitted	Not Permitted	Permitted*	Permitted*	
Snow	Not Permitted	Not Permitted	Permitted (November to March)	Permitted (November to March)	
Specialty	Not Permitted	Not Permitted	Permitted (Sports, recreation, etc.)	Permitted (Sports, recreation, etc.)	
* Privacy fences and walls are not permitted in drainage easements. ** Chain Link / Cyclone fencing shall be 11-gauge wire or heavier. *** The setback is determined by the distance between the trunk or stem of the shrub and the property line. The hedge may not overhang a public walk.					

Construction Requirements

<i>Please read the requirements and place a ✓ in the column to the left to confirm that you understand.</i>		Office Use
	Provide a signed copy of the Village of Romeoville's Drainage Agreement.	
	Residential fence posts of any type shall be installed in a hole to a depth not less than forty-two (42) inches below grade and a hole diameter not less than eight (8) inches. Commercial fence posts of any type shall be installed to a depth not less than forty-eight (48) inches and a post diameter not less than twelve (12) inches. Commercial fence posts of any type shall not be mechanically driven into the ground. An auger shall be used for the installation of commercial fence posts.	
	All water shall be siphoned out of the holes prior to inspection.	
	All piles of earth (soil) from each post hole shall be removed from the site before the issuance of a Certificate of Occupancy.	
	All work performed shall be in compliance with all of the relevant codes and standards adopted by the Village of Romeoville	
	The bottom of the fence shall be not less than two (2) inches above grade and not greater than four (4) inches above grade.	

**DRAINAGE AGREEMENT
VILLAGE OF ROMEOVILLE
DEPARTMENT OF COMMUNITY DEVELOPMENT**

Please Print

I, _____, realize that it is my responsibility to ensure that
(Homeowner)
the fence installed at _____ shall be constructed
(Address of Applicant)
so that it does not impede or alter the surface water drainage of the property upon which
the fence is constructed or any adjoining property. I, _____,
(Homeowner)
further realize that construction of any improvement, including a fence, on a utility or
drainage easement is a privilege, not a right, and that a fence is placed on the easement
at the homeowner's risk. I, _____, also authorize the
(Homeowner)
Village Of Romeoville or its authorized agents to remove, relocate or alter any fence that
I construct at _____ in the event that such fence
(Address of Applicant)
is determined to impede or alter the surface water drainage of the property upon which
the fence is constructed or any adjoining property. If the fence needs to be removed to
obtain access to utilities or for the maintenance of drainage for any reason, the
Village of Romeoville is not responsible for replacement or repair of the fence or any other
homeowner's improvements located within the easement."

Signature of Homeowner

Date

Post holes cannot be placed over storm drain pipes. If a post hole is above a drain pipe – the post hole shall be moved away from the pipe before calling for inspections. Please check inlet alignment prior to digging post holes.

Permit & Inspection Requirements

Please read the requirements and place a ✓ in the box to the left to confirm that you understand and agree.

Office
Use

- | | |
|--------------------------|---|
| <input type="checkbox"/> | <p>The Building Permit shall be posted in the building's window where it can be seen from the street.</p> <p>Each phase of construction shall be inspected and approved by the Village of Romeoville <u>prior</u> to proceeding to the next stage of construction.</p> |
| <input type="checkbox"/> | <p>A FINAL INSPECTION SHALL BE PERFORMED WHEN THE FENCE HAS BEEN INSTALLED. Once the inspection passes, a Certificate of Compliance will be issued.</p> |
| <input type="checkbox"/> | <p>All inspections shall be scheduled at least 5 days in advance by calling (815)886-7200 or by emailing buildinginspections@romeoville.org. Your permit number shall be provided when inspections are scheduled.</p> |
| <input type="checkbox"/> | <p>Failure to call for required inspections may result in a “STOP WORK ORDER”.</p> |
| <input type="checkbox"/> | <p>Should you fail an inspection, a re-inspection fee shall be paid before continuing work and before scheduling another inspection. INVOICED AFTER 5 DAYS.</p> |
| <input type="checkbox"/> | <p>The project shall start within ninety (90) days from the date the permit is issued and completed within one hundred and eighty (180) days.</p> |

I hereby declare that I have read and understood this application. The above information and any attachments are correct. I agree, that in consideration of and upon issuance of a building or use permit, that I am allowed to do such work as herewith applied for, and that such premises shall be used only for such purposes as set forth above.

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of Applicant: _____ Date: _____

This Page for Office Use Only

Approval & Review Status

Building	Date Plans Received	
	Plans Examiner	
	Date Plans Approved	
	Plans Approved By	

Planning:	Date Plans Received	
	Plans Examiner	
	Date Plans Approved	
	Plans Approved By	

Clerical	Check for Outstanding Debt:	
	Contacted Date:	
	Person Contacted:	
	Contacted By:	

Notes	
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