

## **BUILDING DEPARTMENT GUIDELINES FOR FENCE INSTALLATION**

### **TO OBTAIN A PERMIT, YOU WILL NEED:**

- Completed Building Permit application
- A Plat of Survey showing the proposed fence location and distance from side and rear property lines
- Copy of plans from fence contractor that includes height of fence and cost
- A letter from you homeowners association approving the proposed work

### **REQUIREMENTS FOR RESIDENTIAL:**

- No fence may exceed four feet (4') in height in front yards
- No fence may exceed six feet (6') in height in side or rear yards
- A fence six feet (6') in height shall not extend beyond the building setback line into the front yard
- When any fence is installed in the front, side, or rear yard, it shall not extend beyond the property line or encroach upon adjoining property
- No structure of any kind will be allowed in an overland relief route

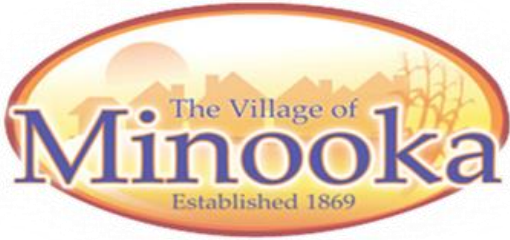
### **RESIDENTIAL CORNER LOTS:**

- On all corner lots, any fence other than a decorative fence shall not extend beyond the building setback lines
- A decorative fence used mostly for aesthetics, which adds visual beauty to the property, may not exceed forty-two inches (42") in height when the fence is installed in a front or corner side yard.
- Forty percent (40%) of the square footage of the overall dimensions of the fence shall be open
- A woven wire or cyclone type fence is not considered a decorative fence

### **INSPECTIONS REQUIRED:**

- Notify JULIE at least 2 business days before digging. Call 811 or visit [www.illinois1call.com](http://www.illinois1call.com)

**\*\*Call 815-467-2151 to schedule inspections. 24 hour notice is required\*\***



Village of Minooka  
 121 E. McEvilly Road, Minooka, Illinois 60447  
 Phone 815-467-2151 Fax 815-467-3599  
 buildingdepartment@minooka.com

## FENCE PERMIT APPLICATION

**REQUIREMENTS:** [1]ONE PLAT OF SURVEY indicating (a)location of proposed construction (b)location & dimensions of existing structures (c)distance of all existing and proposed structures from each lot line and adjacent structures [2]ONE COMPLETE SET OF DRAWINGS & SPECIFICATIONS [3]APPROVAL LETTER FROM HOMEOWNERS ASSOCIATION [4]PROOF OF HOMEOWNERS LIABILITY INSURANCE IF HOMEOWNER WILL BE PERFORMING WORK AT PERSONAL RESIDENCE/LOT

**Every building permit shall expire and become null and void: (a) on the expiration date or (b) if the work authorized by such permit has not been commenced within one hundred eighty (180) days or (c) the work is not completed within one (1) year, unless otherwise extended.**

OWNER INFORMATION				
NAME:		PHONE:		
JOBSITE ADDRESS:		EMAIL:		
SUBDIVISION:		COUNTY:		
<b>TYPE OF BUILDING:</b>	<u>Single Family</u>	<u>Multi Family</u>	<u>Townhouse</u>	<u>Commercial</u>
<b>BUILDING:</b>	<u>New</u>	<u>Addition</u>	<u>Alteration</u>	
PROJECT DESCRIPTION:		TOTAL LINEAR FEET:		CONSTRUCTION COST:
HEIGHT (FT):	MATERIAL:	SOLID/SPACED/SHADOW:		
<b>CONTRACTOR INFORMATION:</b> All trades & subcontractors MUST be listed on this application. Contractors must be licensed by the Village prior to the issuance of this permit. Homeowners performing work on personal residence, please list 'Property Owner' for the Contractor name.				
BUSINESS NAME:		CONTACT PERSON:		
ADDRESS:				
OFFICE PHONE:	CELL:	EMAIL:		
<p><i>I hereby certify that I am the owner or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. If any of the information provided on this application is incorrect, the permit or approval may be revoked. I also understand that all work shall be completed in compliance with the Village of Minooka Codes and Ordinances and the statutes of the State of Illinois. I understand that state law requires notification of JULIE at least two (2) business days before any digging project.</i></p>				
_____ APPLICANT SIGNATURE				_____ DATE
-----NOTIFY JULIE BEFORE YOU DIG. SIMPLY CALL 811-----				

****OFFICE USE ONLY****				
BUILDING PERMIT FEES	\$ _____	REVIEW AND APPROVED BY:		
MISC FEES _____	\$ _____			
MISC FEES _____	\$ _____			
TOTAL PERMIT FEE \$ _____		_____ BUILDING OFFICIAL	_____ DATE	