



BUILDING & INSPECTIONS DIVISION

200 East Wood Street • Palatine, IL 60067-5339
Telephone (847) 359-9042
www.palatine.il.us

2019 EXPRESS PERMIT APPLICATION FENCE

PRINT CLEARLY. ILLEGIBLE AND/OR INCOMPLETE APPLICATIONS WILL BE RETURNED (this is a two sided application)

Property/Owner Information check if applicant

Project Address:
Owner Name: Day Phone: Eve Phone:
Owner Address: City: State: Zip:
Email Address:

Contractor Information (if applicable) check if applicant

Company Name:
Address: City: State: Zip:
Contact Name: Bus Phone: 24 Hr Phone:
Email Address:

If using a fencing sub-contractor- please complete the following:

Company Name:
Address: City: State: Zip:
Contact Name: Bus Phone: 24 Hr Phone:
Email Address:

Table with columns for Office Use, Planning/zoning, Building, Engineering, Approved by, Date, Registered, Bond, Fee, Date Issued.

CONSTRUCTION REQUIREMENTS:

- Finished side of fence shall face out.
Fences shall be constructed in a manner providing sufficient support and stability to resist 115 mph wind loads...
Chain link fences shall be constructed of at least eleven and a half (11.5) gauge woven wire...
Support posts must be spaced no greater than 8'-0" on center.
If using wood support posts they must be a minimum 4"x4" preservative treated...
Except for lattice work and other decorative components, wood infill shall have a nominal 1" thickness.
All fasteners and brackets must be manufactured for the intended use.
Any other products must be manufactured for the intended use and supported by the appropriate testing agency standards...

ZONING REQUIREMENTS:

- General Fencing
Height: Fencing shall not exceed six (6) feet in height.
Type: No barbed wire or electrically charged fences are permitted.
Location and Setbacks
Interior side and rear yards - Fences are permitted in the rear and interior side yards.
Front yards - Fences must meet the front yard setback requirements in the zoning district.
Side yard abutting a street - Fences located in a side yard abutting a public street shall be setback a minimum of 5 feet from the lot line...
Rear yard abutting a street - Fences located in a rear yard abutting a public street shall be setback a minimum of 5 feet from the lot line. Fences located in a rear yard abutting a public street shall include a gate to allow access to the rear street frontage.

Office Use
Revised 5/1/18



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- Landscape material: shall be installed within the area between a fence and any lot line abutting a street. The landscape material shall include a combination of trees and shrubs with a minimum installed height of 36 inches.
Decorative Fencing: (front yard, only)
Height: Fencing shall not exceed three (3) feet in height.
Length: Up to twenty (20) linear feet.
Type: No barbed wire or electrically charged fences are permitted.
Location and Setbacks: Permitted in front yards and corner side yards.

Replacement of Existing Fence

- Any existing fence, as of April 18, 2005, may be replaced in its current location without having to comply with the applicable setback requirements. Prior to obtaining a building permit the property owner shall provide proof that the fence existed in its current location prior to April 18, 2005.

SUBMITTAL REQUIREMENTS

- Completed application and copy of signed contract.
Three copies of fully dimensioned plat of survey showing proposed work including height and type of fence and signed plat of survey accuracy affidavit form.
This permit may require up to a 3 day plan review.
The permit fee is \$66.00. The permit is good for 90 days from date of issuance.
Contractors must be registered and bonded with the Village.

INSPECTIONS

- Contractor or homeowner to be on site with stamped approved "job copy"
Please call the Building Division at (847) 359-9042 at least 24 hours in advance to schedule an inspection.

The following inspections are required:

- Final Inspection – when work is completed

ADDITIONAL INFORMATION

Homeowner's Associations (HOA) may have covenants, conditions and restrictions that are more restrictive than the Village of Palatine's Zoning Ordinances. Therefore, it is the responsibility of the homeowner to acquire approval from their Homeowner's Association for any construction proposed under this building permit. The Village does not require HOA approval prior to issuing a permit.

Signatures

I hereby certify to the correctness and accuracy of this application and all submitted information and agree to perform the above construction in strict compliance with all provisions of the Village of Palatine code of ordinances. It is my understanding that no error or omission in either the plans or application, whether said plans or application has been approved by the Community Services Department or not, shall permit or relieve the applicant from constructing the work in any other manner than that provided for in the ordinances of the Village relating therein. In addition, I hereby authorize the above listed contractors to perform all work necessary to complete the requirements of this permit. I also understand that the Code Official upon presentation of proper credentials may enter at reasonable times any building, structure or premises in the jurisdiction to perform any duty imposed upon him by such ordinances. Having read this application, the information handout, and fully understanding the intent thereof, I declare that the statements made are true to the best of my knowledge and belief.

PROPERTY OWNERS SIGNATURE REQUIRED ON ALL APPLICATIONS AND CONTRACTS

Owner

Print Name: Signature: Date

Check if applicant

Contractor (Only required if applying for permit)

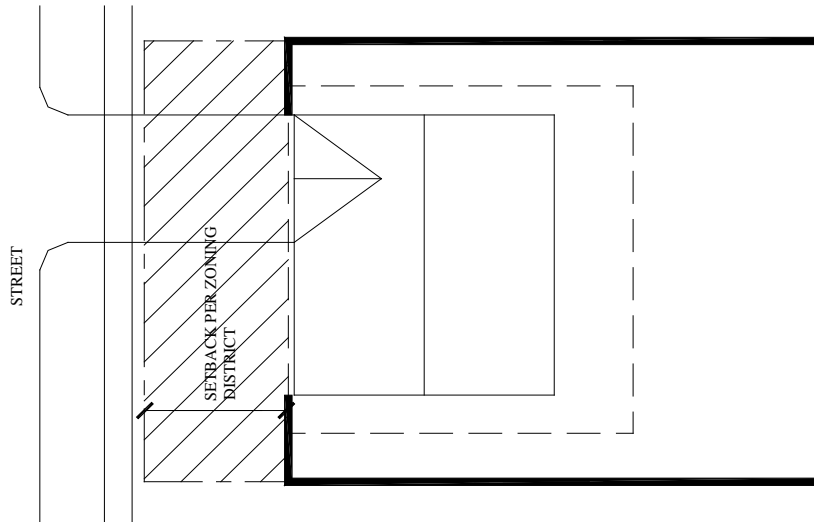
Print Name: Signature: Date

Check if applicant

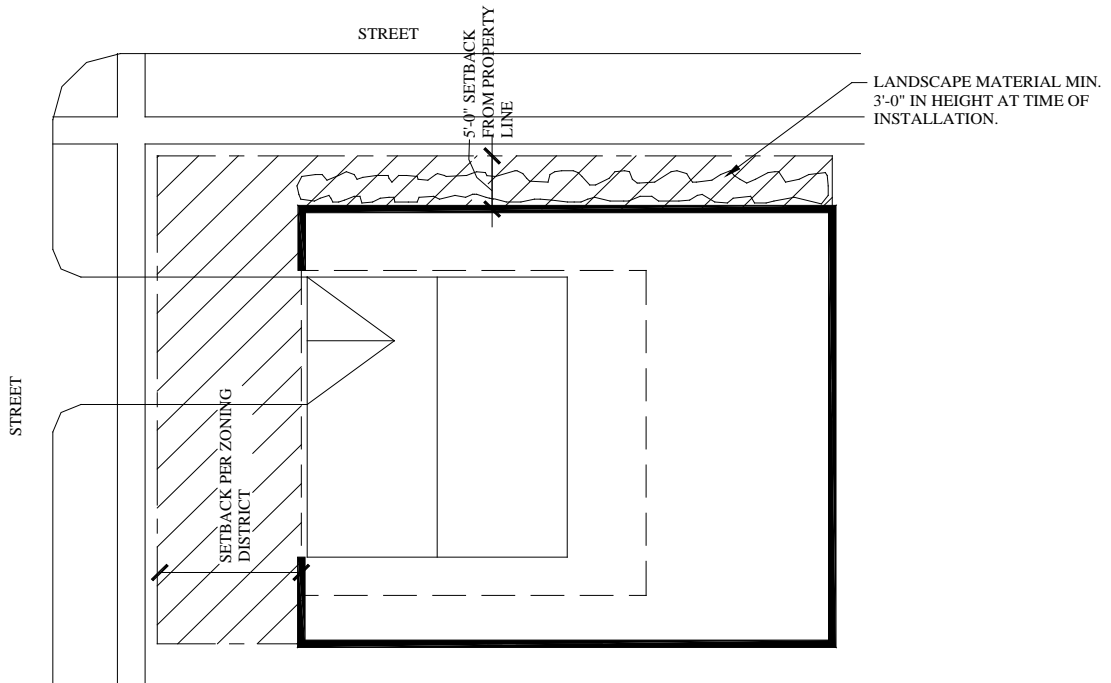
PERMITTED FENCE LOCATIONS

 FENCES PERMITTED UP TO 6'-0" IN HEIGHT

 DECORATIVE FENCING ONLY PERMITTED UP TO 3'-0" IN HEIGHT, 20'-0" IN LENGTH.



INTERIOR LOT EXAMPLE



CORNER LOT EXAMPLE

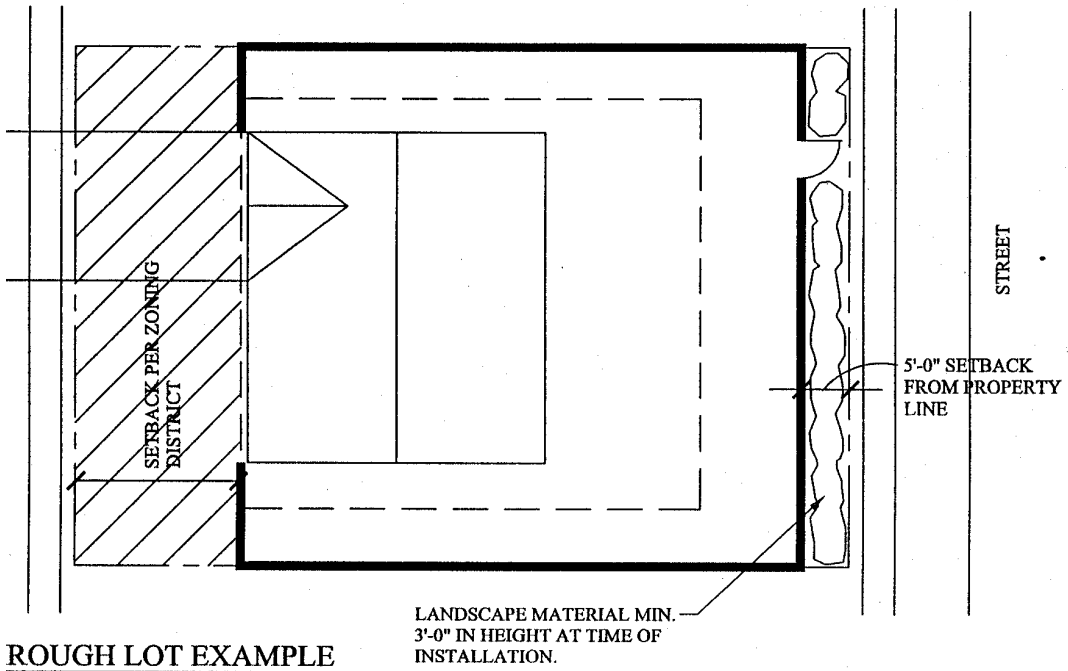
Continued on opposite side

PERMITTED FENCE LOCATIONS CONTINUED

FENCES PERMITTED UP TO 6'-0" IN HEIGHT



DECORATIVE FENCING ONLY PERMITTED UP TO 3'-0" IN HEIGHT, 20'-0" IN LENGTH.



ROUGH LOT EXAMPLE



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**2019 PLAT OF SURVEY
AFFIDAVIT/
REQUIREMENTS
1 OF 2**

**PROPERTY OWNER'S AFFIDAVIT OF PRESENT
ACCURACY OF ATTACHED PLAT OF SURVEY**

LEGAL DESCRIPTION: (ATTACHED SURVEY)

I am the owner of record, of the property with the legal description as stated on the attached plat of survey. I hereby affirm that the survey attached hereto is the survey for said property, and that the attached survey accurately depicts the current conditions with all existing improvements to the property as of the date of this affidavit and provides the information as required per the **Submission Requirements for Zoning Review** (see other side).

In addition, I know of no assertion being made by any adjoining owner or by myself against them, as to the location of the property boundary lines or disputes as to occupancy of any portion of my property or their property.

I fully understand that in the event the attached survey does not accurately depict all existing improvements made to the property as of today's date, the Village of Palatine may elect to reject this plan and the permit for which I am applying shall not be approved (or work in progress pursuant to the permit will be stopped) until an accurate survey has been received and approved by the Village of Palatine.

PROPERTY OWNERS SIGNATURE REQUIRED

CERTIFIED BY:

Property Owner Signature: _____

Date: _____

Please Print: _____

Property Address: _____

PIN #: _____

For Office Use Only

Permit Number: _____

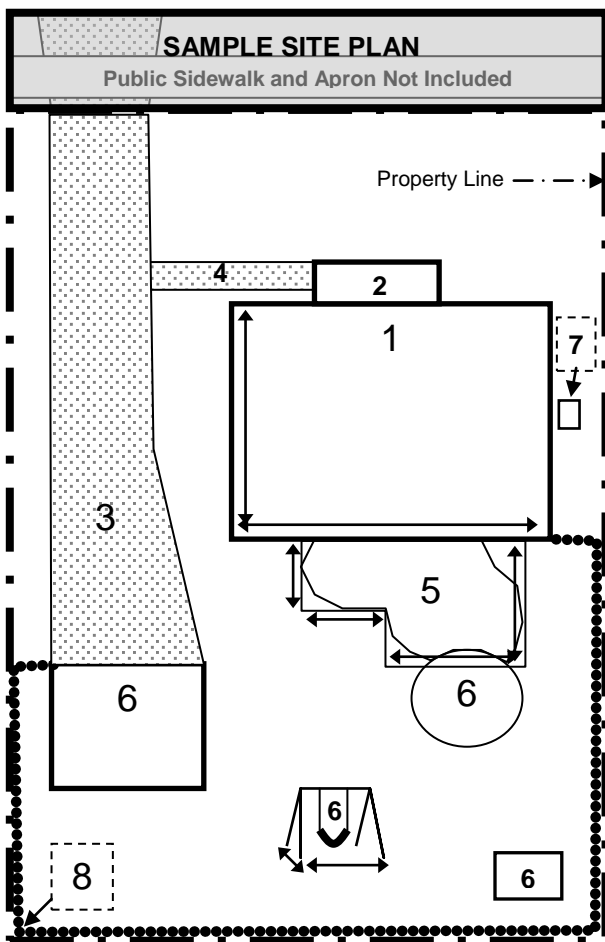
Clerk Initials: _____

SEE OTHER SIDE

Submission Requirements for Zoning Review

Review by the Planning and Zoning Department is completed prior to the issuance of a permit. Zoning review checks for compliance of lot coverage and building coverage for all improvements on a parcel. Size, location (setbacks) and height of the proposed construction are also reviewed. In order for Staff to complete the zoning review, a scaled plat of survey shall be submitted with your permit application. On this plat of survey indicate the proposed construction and any additions to the property since the plat was drawn. This must be drawn to scale.

Information for all existing structures shall be included on your Site Plan. If your Plat does not include all of the applicable information, correct any deficiencies by adding any missing structures or paving to the Site Plan. Site Plans and Plats of Survey should be to scale.



Existing Structures:

Please note the dimensions and locations of:

1. Residence, including garage
2. Porches/stoops
3. Driveways - The width at the property line as well as the width at the widest point should be indicated.
4. Sidewalks
5. Patios or Decks - The height of the deck or patio shall be noted as measured from grade
6. Accessory structures, such as
 - Detached garages
 - Pools. Note if the pool is above ground, or in-ground, and any patios/deck surrounding it.
 - Sheds
 - Play equipment
7. A/C Units and Generators
8. Fences

Proposed Construction:

Indicate the location, setbacks from the residence and property line(s), and height.

Helpful Hints:

- A plat of survey notes the property as it existed at the time the survey was drawn. It is acceptable for you to update this plat of survey by drawing to scale any additions to the property since the plat was drawn. In addition to existing information, show the proposed work to scale.
- You can find dimensions of many structures on your property on your Plat of Survey.

- Irregular shaped structures, like patios or playground equipment, may be “boxed” as a simple way to indicate the approximate dimensions.
- Building Coverage is defined as all roofed structures (porches, garages, sheds) and any structure over 16 inches in height from grade (decks, patios, playground equipment, above ground pools).
- Lot Coverage consists of all structures included in the Building Coverage as well as any impervious surfaces (driveways, sidewalks, brick patios, etc.)
- If you have any questions regarding the zoning review submission requirements, please contact the Planning and Zoning Department at (847) 359-9042.