

Fence Permit Application



**Village of Glen Carbon
Department of Building & Zoning
151 N. Main Street
Glen Carbon, IL 62034
(618) 288-1200**

NOTICE

Submit completed applications to:	Submit inspection requests to:
permits@glen-carbon.il.us	inspections@glen-carbon.il.us

PERMITS ARE PROCESSED IN THE ORDER IN WHICH THEY ARE RECEIVED. An automatic email response shall serve as proof that your permit was received. The application must be filled out completely and all required documentation submitted. The review process begins once all the required information has been submitted.

YOU WILL BE NOTIFIED WHEN YOUR PERMIT HAS BEEN PROCESSED AND IS READY FOR PICK-UP AND PAYMENT. Making multiple attempts with staff to determine the status of the permit will cause delays.

INSPECTIONS ARE SCHEDULED IN THE ORDER IN WHICH THEY ARE RECEIVED. An automatic email response shall serve as proof your inspection request was received. You will be contacted via email with a date and time once the inspection(s) have been scheduled with the appropriate staff.

Village Website	www.glen-carbon.il.us
Village Ordinances	https://codelibrary.amlegal.com/codes/glencarbonil/latest/overview



Village of Glen Carbon Fence Permit Application

A site plan must be submitted or drawn on the attached sheet at a scale large enough for clarity showing the following information: A) Location and Dimensions of lot, buildings, driveways and off street parking; B) Existing easements and setback locations; C) Distance between buildings, front, side and rear lot lines. Show location of proposed fence.

An elevation drawing of fence indicating height and materials to be used in the fence construction. **SHOW CONSTRUCTION AREA AND HOW YOU INTEND TO ACCESS SAID AREA.**

Address of Property : _____ Value of Improvement: _____

Owner:

Name: _____
Address: _____
Telephone: _____
Email: _____

Applicant: (if different than Owner or Contractor)

Name: _____
Address: _____
Telephone: _____
Email: _____

Contractor:

Name: _____
Address: _____
Telephone: _____
Email: _____

HOLD HARMLESS AGREEMENT: By signing this application the applicant agrees to the following: A) To remove (and replace at the undersigned's option) said fence and/or wall, at the undersigned's sole expense, at the request of the Village of Glen Carbon, or at the request of any utility company then having utility easement rights over, under, upon or along the property herein described; B) To maintain said fence and/or wall in good repair and appearance; C) to hold harmless the Village of Glen Carbon, its officers, agents, employees, successors and assigns from any and all costs, expenses, attorneys' fees and otherwise, related to the placement, removal, repair, reconstruction and/or maintenance of said fence and/or wall; and D) To defend the Village at the undersigned's sole expense, for any and all claims against the Village related to the placement, removal, repair, reconstruction and/or maintenance of said fence and/or wall, so long as said claim(s) against the Village is not premised upon the sole alleged misconduct of the Village and/or its officers, agents, employees, successors and assign.

The owner of this structure and the undersigned agree to conform to all applicable laws of this jurisdiction and agree not to allow person or persons to use or occupy the above structure before a final inspection has been made and approved and a Certificate of Use and Occupancy has been issued for said structure. **"It is the applicant's responsibility to comply with any subdivision covenants and restrictions which may also apply to your proposed construction."**

Signature of Owner or Legal Representative

Date

**NOTE: PLEASE REMEMBER TO CALL JULIE AT 1-800-892-0123
BEFORE YOU DIG!!!!**

Fence Permit Information Sheet

Fences and Walls (Glen Carbon Zoning Ordinance)

Rights-of-Way - Fences and walls shall not be construction on or over any easement dedicated for public road right-of-way.

Easements - Fences and walls may be permitted on public easements subject to:

1. The administrative review, evaluation and approval of the Village Building & Zoning Administrator, and
2. Signature upon said permit indicating that the applicant agrees to Items 1-4 listed under the Hold Harmless Agreement Section.

Front Yard – Fences not exceeding four feet (4') to five feet (5') in height, with an average height of four feet six inches (4'6") within a ten foot (10') length, may be erected in the front yard of any lot. A front yard is adjacent to any street.

Side Yard – Fences not exceeding six feet (6') in height may be erected in the side yard of any lot provided they do not extend beyond the front setback line.

Rear Yard – Fences not exceeding six feet (6') in height may be erected in the rear yard of any lot.

Prohibited Materials – No barbed wire, electrical elements, or other hazardous material shall be maintained as a fence or part of a fence or wall in a residential district.

Required Corner Visibility – On every corner lot, the triangle formed by the street lines of such lot and a line drawn between points on such street lines which are thirty feet (30') from the intersection thereof shall be clear of any structure or planting of such nature and dimension as to obstruct lateral vision; provided, that this requirement shall generally not apply to the trunk of a tree (but not branches or foliage) or a post, column or similar structure which is no greater than one foot (1') in cross section or diameter. Lateral vision shall be maintained between a height of thirty inches (30") and ten feet (10') above the average elevation of the existing surface of both streets measured along the center lines adjacent to the visibility triangle.

Plot Plan

1. Draw lot and show its dimensions.
2. Show distances (setbacks) of all buildings to lot lines, dimensions (size) of building and lot.
3. Indicate size and location of easements.
4. If corner lot, designate setback lines at both street locations.
5. Indicate any additional out-buildings and all existing buildings with dimensions.
6. Indicate location of requested fence.
7. Indicate all street and road names.
8. Indicate North Arrow.

