



**FORM 1.10**

**VILLAGE OF NORTHBROOK  
Development and Planning Services**

1225 Cedar Lane  
Northbrook, Illinois 60062  
847 664-4050 FAX: 847 272-5068  
[www.northbrook.il.us](http://www.northbrook.il.us)

Permit #: \_\_\_\_\_  
Fee: \_\_\_\_\_

**Fence Application**

**General Information**

Property (Work) Address: \_\_\_\_\_  
Owner: \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_  
Call owner for permit pick up? \_\_\_\_\_

**Contractor Information**

Name \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**Fence Work Information**

Does your lot abut more than one street?  Yes  No  
Describe Fence Location: \_\_\_\_\_  
Describe Fence Style: \_\_\_\_\_

Will this be a replacement of an existing fence?  Yes  No  
Fence Material:  Chain link  Iron  PVC  Vinyl  Wood  Other  
Proposed Fence Height 1 (Show on Plat) \_\_\_\_\_(ft & in)  
Proposed Fence Height 2 (If height varies, Show Difference on Plat) \_\_\_\_\_(ft & in)  
Proposed Fence Length (Total) \_\_\_\_\_(ft & in)

**\*\*Will this fence create a dog run?  Yes  No**  
➤ If **YES**, *please be advised that there are additional regulations that apply, including **setback, fence style & fees** (per Municipal Code Sec 5-20 - Pet Runs)*

Indicate the s.f. area of the dog run and type of ground coverage material: \_\_\_\_\_ s.f.  
 Concrete  Grass  Pavers  Pea Gravel  Stone

Surface Pitch \_\_\_\_\_ Filtration Bed Material \_\_\_\_\_  
Is the subject property located within a flood plain?  Yes  No

**Submittal Statement (Applicant)**

Having submitted plans and specifications, I hereby apply to Development and Planning Services, of the Village of Northbrook, IL for a permit. If this permit is granted, I will comply with all ordinances relating to the permit and pay all required fees. No error in omission in either application or plans, whether said application or plans have been approved by Development and Planning Services or not, shall relieve the applicant from constructing the work in any manner than that provided for in ordinances of the Village relating thereto.

I certify that the information contained in this application, attached plans, specifications and other attached documentation is true to the best of my knowledge. I also recognize that as the permit applicant, all fees and requirements associated with the review and future approval of the work described herein is my responsibility.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**For Office Use Only**  
Impervious Surface Area \_\_\_\_\_ sf  
Impervious Surface Class \_\_\_\_\_ (\$0, \$.80, \$1.60)  
Impervious Surface Fee..... \$ \_\_\_\_\_  
Fence Fee..... \$ \_\_\_\_\_  
Zoning Comments: \_\_\_\_\_

## Fence Guidelines

Fence permit applications are required for all new installations as well as for replacement of existing fencing exceeding 25% per side.

To apply for a fence, you must submit a completed fence application along with one (1) copy of the plat of survey for the property. The location of the proposed fence must be clearly detailed on the survey.

The owner or contractor must contact J.U.L.I.E at least 48 hours before construction.

As required by Code, the finished side of the fence must face your neighbor under all circumstances, even in cases where you abut a street, alley, or railroad.

Fence heights for all properties are limited to three (3) feet in front and corner side yards, unless your corner side yard is adjacent to and abutting the corner side yard of your neighbor, in which case the maximum fence height is six (6) feet, but only on the corner and not in the required front yard. The yard of a through lot which abuts Willow, Sanders, Waukegan, Dundee, Walters west of Crestwood, Landwehr, Pfungsten, Techy, Voltz, Grant, or Sunset Ridge may be six (6) feet tall. Fencing on residential lots and located in interior side and rear yards may also be six (6) feet tall. Non-residential properties and those yards of residential properties which abut non-residential lots may have fences up to eight (8) feet in height in the interior side and rear yards.

As a point of information, fencing can be constructed up to and on the property line. Fences may abut one another. It is the responsibility of the homeowner to see that the fence is not installed on the neighbor's property. The Village does not have a licensed surveyor on staff to determine legal boundaries, therefore we cannot get involved in property line disputes.

If you elect to install a fence in an easement which is indicated on your plat of survey, you must take full responsibility for the fence in the event that any work is necessary in the easement. The Village and the utility companies will not pay for any damages to fences or other structures located in an easement. Under no circumstances may you prevent access to a manhole or utility box.

If the property is located within a designated Floodplain area, please contact the Public Works Department for additional information and requirements.

Solid wood fences which are installed perpendicularly in drainage easements must be kept at least four (4) inches from the ground to allow for the flow of surface drainage. **The height of the fence is measured from grade, therefore any gap between the fence and the ground must be counted toward the total height of the fence.**

If you are constructing a fence for the purpose of a **dog run** see the following:

- (a) Any owner or harbinger of a domestic animal may provide for an enclosed pet run on his or her property. The owner or harbinger of a domestic animal wanting to construct a pet run shall submit plans for the pet run to the department of development and planning services for its review and approval. All plans for pet runs submitted for the review and approval by the department of development and planning services shall be designed to meet the following minimum construction requirements:
  - (1) A pet run shall be enclosed with an opaque fence or other approved enclosure with a minimum height of five (5) feet.
  - (2) A pet run may be surfaced with either grass or concrete, or other impervious material, or some combination of each, and shall be constructed so as to ensure for proper filtering and drainage.
  - (3) A pet run surface must pitch to the perimeter of the pet run and provide for a filtration bed that consists of eight (8) inches of crushed limestone and sand covered with a four (4) inch layer of gravel. This area must be properly secured to prevent erosion of the gravel, limestone, and sand filtration bed.
  - (4) A pet run may not be constructed or surfaced with any absorbent material that may cause nuisance odors or the inability to maintain the area in a sanitary condition.
  - (5) A pet run shall comply with all other applicable village ordinances, including all applicable bulk regulations for the zoning district within which the property is located.
- (b) A pet run must be constructed and installed entirely upon an owner's or harbinger's property and no portion of a pet run may be located within five (5) feet of any neighboring property line. In no instance may any portion of a pet run be located in any front or corner side yard.
- (c) Any pet run located on any portion of a property must be cleaned at least daily, or more often as necessary to prevent odors or other nuisances.

All excavated soil/materials and building materials must be removed from the site immediately following construction.

If you have questions regarding fences, please contact the Zoning Administrator at (847) 664-4055.

Fence inspections are not required by the Village.