



CITY of HIGHWOOD

Incorporated 1887

Fence Permit Application Checklist

General Items

Submission of Applications: Permits should be submitted to City Hall at 17 Highwood Avenue, Highwood, IL 60040. Business hours are M-F 8:30 AM-4:30 PM. Emailed and faxed applications are not accepted.

Hours of Construction:

M-F 7:00 AM – 7:00 PM

Sat & Legal Holidays 9:00 AM – 7:00 PM

Sun 10:00 AM – 7:00 PM

Stop Work Orders: No work shall be performed prior to the issuance and payment of the permit. Work that is commenced prior to the issuance of the permit is subject to a Stop Work Order and \$500.00 citation.

General Fence Provisions

- Fence Permits must face outward
- Front yard fences cannot exceed (4) four feet in height
- All other fence areas cannot exceed (6) feet in height
- Chain link fences are prohibited
- Barbed wire or other sharp, pointed or dangerous materials are not allowed
- Post holes must be a minimum of 42 inches in depth.
- Fences may only be erected on private property

Residential Permits (IRC)	Commercial Permits (IBC)
<p>By Owner</p> <ul style="list-style-type: none"> <input type="checkbox"/> Completed Building Permit Application <input type="checkbox"/> Description of the Work including height, style, material, location <input type="checkbox"/> Estimated cost of the project <input type="checkbox"/> Current Plat of Survey with proposed placement of fence depicted <input type="checkbox"/> Requires plan review and inspections <input type="checkbox"/> Call JULIE before digging 800-892-0123 <p>By Contractor</p> <ul style="list-style-type: none"> <input type="checkbox"/> Completed Building Permit Application <input type="checkbox"/> Copy of contract or signed quote including; <ul style="list-style-type: none"> ○ Owner's signature ○ Description of work including height, style, material, location ○ Estimated cost of the project <input type="checkbox"/> Current Plat of Survey with proposed placement of fence depicted <input type="checkbox"/> Requires plan review and inspections <input type="checkbox"/> Call JULIE before digging 800-892-0123 <p>Permit Fee; \$110.00 Re-inspection Fee; \$55.00</p>	<p>By Contractor</p> <ul style="list-style-type: none"> <input type="checkbox"/> Completed Building Permit Application <input type="checkbox"/> Copy of contract or signed quote including; <ul style="list-style-type: none"> ○ Owner's signature ○ Description of the Work Including height, style, material, location ○ Estimated cost of the project <input type="checkbox"/> Current Plat of Survey with proposed placement of fence depicted <input type="checkbox"/> Requires plan review and inspections <input type="checkbox"/> Call JULIE before digging 800-892-0123 <p>Permit fee; \$330.00</p> <p>Re-inspection Fee; \$110.00</p> <p>*Properties within the business district will require Appearance Review Committee approval</p>

*Residential properties within the business district also require Appearance Review Committee approval



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City of Highwood Building Codes

- 2012 International Residential Code (IRC) (One and Two-Family Dwellings), as amended
- 2012 International Building Code (IBC) (Commercial, Multi-Family Residential Dwellings), as amended
- 2012 International Mechanical Code (IMC), as amended
- 2014 National Fire Protection Association National Electrical Code (Electrical Code), as amended
- 2012 International Energy Code (IECC), as amended
- 2014 Illinois State Plumbing Code, as amended
- 2012 International Fire Code (IFC), as amended
- 2012 International Property Maintenance Code (IPMC), as amended

A copy of the local amendments to the adopted building codes can be found at

www.cityofhighwood.org/citycode
