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|  | <h2 style="margin: 0;">Village of Carol Stream</h2> <p style="margin: 0;">500 N. Gary Avenue, Carol Stream, Illinois 60188</p> | | |
| | Phone: (630) 871-6230 | Fax: (630) 665-1064 | Website: www. carolstream.org |

Permit Submittal Checklist and Process

Fence – Residential Properties

Note to applicants:

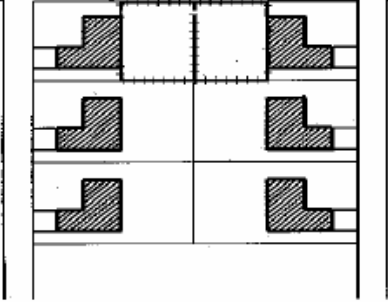
This handout is intended to assist applicants through the fence permit process for **residential properties**. All items listed under “items needed for a complete permit application” must be submitted. The applicant should review the “helpful tips” for common project requirements. Please note that incomplete applications can cause processing delays.

Items needed for a complete permit application:

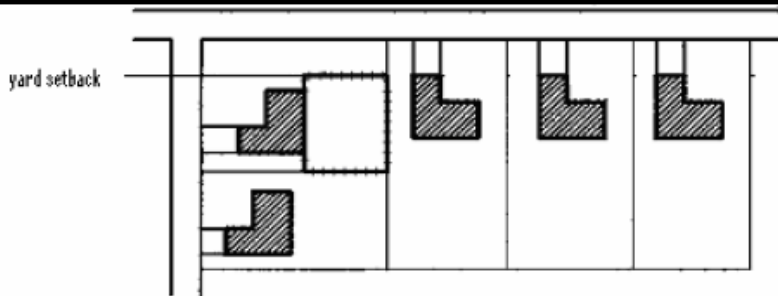
- A completed Residential Permit Application (or apply online: carolstream.org).
- One copy of your Plat of Survey, drawn to scale, showing the location of the proposed fence as indicated with a series of X's. Please indicate the **proposed height and material type of the fence** on the Plat of Survey and the permit application form.
- The contractor's proposal including details regarding the fence height, materials, design, and location on the property. (Homeowner to provide this information if they are building the fence).
- The fence permit fee of \$64, payable when the permit application is submitted.

Helpful tips:

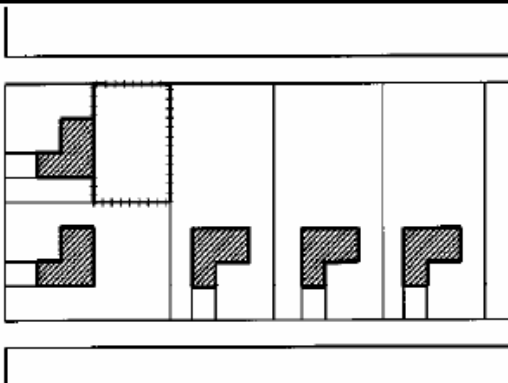
- Fences may not be installed on any part of a required or actual front or side yard adjoining a street, except under the circumstances illustrated below.

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|  | <p>On a corner lot where the rear lot line abuts the rear lot line of an adjacent corner lot, a fence may be erected in the side yard adjoining a street between the rear lot line and the rear of the home. If the only rear access door to the home is located facing the side yard adjoining a street, the fence may extend along the side of the home not more than three feet past the access door.</p> |
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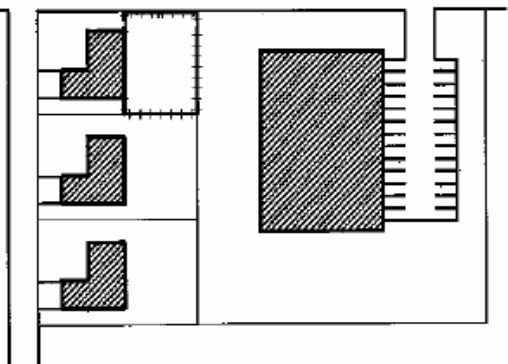
Permit Submittal Checklist and Process Residential Fence



On a corner lot where the rear lot line abuts the side lot line of the front yard of an adjacent residential interior lot, a fence may be erected in the side yard adjoining a street within the area between the rear lot line and the rear of the home, provided the fence is placed no nearer to the right-of-way/property line than the required setback for a side yard adjoining a street for the zoning district or planned unit development in which the lot is located. If the only rear access door to the home is located facing the side yard adjoining a street, the fence may extend along the side of the home not more than three feet past the access door and may encroach no more than five feet into this required setback. The fence setback shall increase back to the required setback at a point no greater than five feet past the rear of the home into the rear yard.



On a corner lot where the rear lot line abuts the side lot line of the rear yard of an adjacent interior through lot, a fence may be erected in the side yard adjoining a street in the area between the rear lot line and the rear of the home. If the only rear access door to the home is located facing the side yard adjoining a street, the fence may extend along the side of the home not more than three feet past the access door.



On a corner lot where the rear lot line abuts a **public right-of-way** (usually a street) or a lot line of any public or private lot other than a single-family residential lot, a fence may be erected in the side yard adjoining a street within the area between the rear property line and the rear of the home. If the only rear access door to the house is located facing the side yard adjoining a street, the fence may extend along the side of the home not more than three feet past the access door.

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Residential Fence

- All fence components, including posts and bases, must be located **entirely** within the property boundaries. The **property owner** must ensure that the fence does not extend over a property line. A fence may not be installed within 12 inches of a public sidewalk.
 - For fences having a finished side and an unfinished side, the finished side must face outward and the unfinished side, including posts and supporting members, must face inward, **except** where a residential property abuts a commercial or industrial property.
 - Chain link fences must be installed with the barbed end facing down.
 - A fence may not be installed in a manner that blocks access to a fire hydrant. Also, fences may not be installed within 18 inches of an underground utility access structure, drainage structure, or a telephone, electric, cable television or gas pedestal.
 - The bottom of a fence located within a drainage swale or drainage easement must be at least two inches above the finished grade.
 - Fences may not exceed **five feet in height**, except in the following situations:
 - When a fence on a residential lot is adjacent to a business or industrial use, or adjacent to a railroad right-of-way, the fence may not exceed **seven feet in height**.
 - When a fence on a residential lot is adjacent to a major street*, a multiple-family use, a utility use, a non-residential use, a public recreational use, public park or storm water management facility (not including land used solely for paths, sidewalks or bike trails), the fence may not exceed **six feet in height**. A fence on a residential lot adjacent to a major street **must be six feet in height**.
 - A privacy fence within five feet of a patio or first floor deck, which allows light or air to pass through less than 50% of its surface, may not exceed **six feet in height**.
- * Major streets are: Army Trail Rd, Kuhn Rd, County Farm Rd, Lies Rd, Fair Oaks Rd, Morton Rd, Fullerton Ave, North Ave, Gary Ave, Schmale Rd, Kehoe Blvd, St. Charles Rd, and Kimberly Dr.
- Allowable fence materials include wood (chemically-treated or naturally-resistant to decay), wood composites, aluminum, masonry, vinyl/PVC, wrought iron, coated chain link, or other material as approved by the Community Development Director. Please note that chain link is not an allowable material for any fence along any lot line or yard area abutting a street.
 - A fence serving as a swimming pool barrier must meet the barrier requirements contained within the adopted **International Swimming Pool and Spa Code**. Please consult the swimming pool handout for more information regarding pool barrier requirements.
 - A dog run may only be installed in the portion of the rear yard between the rear of the home and the rear building setback line. Other requirements for dog runs include:
 - A dog run with a cover is limited to a maximum area of 100 square feet.
 - A dog run over five feet in height is limited to a maximum area of 100 square feet.

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- The maximum height of a dog run is six feet
- A dog run constructed to provide a secure enclosure for a dangerous or vicious dog must conform to Section 9-3-11 of the Village Code.

Inspections (24-hour advance notice required for inspection scheduling):

- Once a permit has been obtained and **prior to the installation of the fence**, the property pins (which are the iron pipes located at the lot corners just below ground) must be exposed, marked and remain visible until the final inspection has been performed.
- Once the property pins have been exposed and after the fence has been installed, a final inspection must be scheduled by calling the Community Development Department at (630) 871-6230.

**Contact the Community Development
Department at (630) 871-6230 if you have any questions
regarding the building permit or inspection process.**



4/9/24