

	Village of Carol Stream			
	500 N. Gary Avenue, Carol Stream, Illinois 60188			
	Phone: (630) 871-6230	Fax: (630) 665-1064	Website: www. carolstream.org	E-mail: communitydevelopment@ carolstream.org

Permit Submittal Checklist and Process

Fence

Note to applicants:

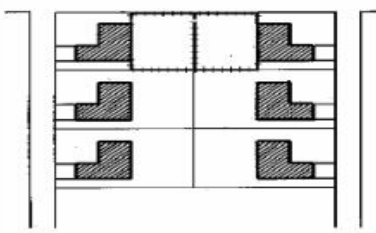
This handout is intended to assist applicants through the fence permit process for residential properties. All items listed under “items needed for a complete permit application” must be submitted. The applicant should review the “helpful tips” for common project requirements. Please note that incomplete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

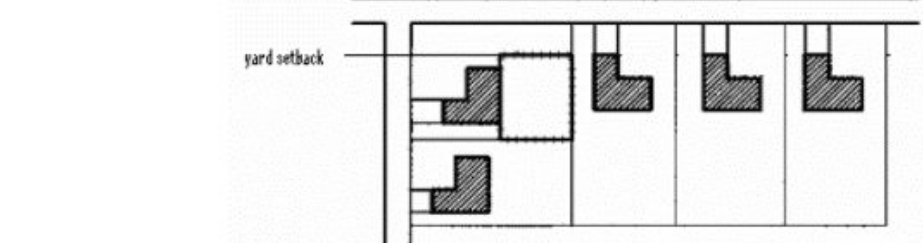
Items needed for a complete permit application:

- ☐ A completed Miscellaneous Residential Construction Permit Application (Type C).
- ☐ Two copies 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 permit application form.
- ☐ The fence permit fee of \$64, payable when the permit application is submitted.

Helpful tips:

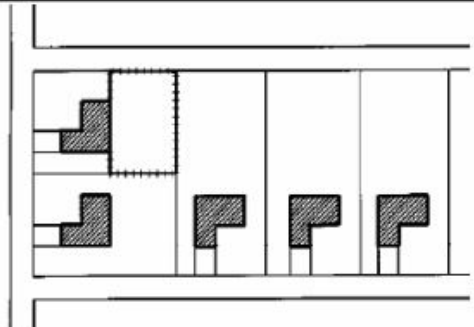
- ☐ Structural fences may not be installed on any part of a required or actual front or side yard adjoining a street, except under the circumstances illustrated below.

	<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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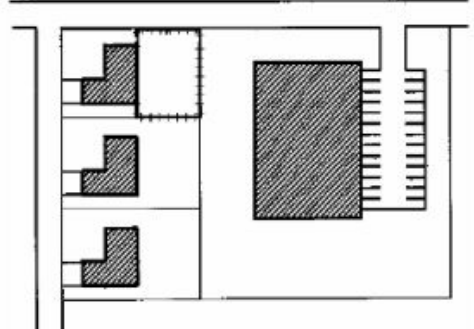
The diagram shows a corner lot where the rear lot line abuts the side lot line of the front yard of an adjacent residential interior lot. A fence is shown in the side yard, with a label 'yard setback' pointing to the required distance from the street. The fence is placed within the area between the rear lot line and the rear of the home, extending along the side of the home not more than three feet past the access door and encroaching no more than five feet into the required setback.

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.



The diagram shows 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 is shown in the side yard, extending 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 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.



The diagram shows 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 is shown in the side yard, extending 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.

- 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 a rough side, the finished side must face outward and the rough side, including posts and supporting members, must face the owner's property, 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 residential use is adjacent to a business or industrial use, or adjacent to railroad right-of-way, the fence may not exceed seven feet in height.
- When a residential use is adjacent to an arterial 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 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.
- □A fence serving as a swimming pool barrier must meet the barrier requirements contained within the 2012 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. A dog run proposed for installation at any other location requires review and approval by the Plan Commission/Zoning Board of Appeals. 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.
 - The maximum height of a dog run is five feet, except a dog run constructed entirely of chain link may be up to eight feet in height.
 - 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 and maintained 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.

Other information and definitions:

Arterial Street – For the purpose of determining allowable fence height, arterial streets in Carol Stream include Army Trail Road, Fair Oaks Road, Gary Avenue, North Avenue, St. Charles Road, Schmale Road, County Farm Road, Kuhn Road, Morton Road, Lies Road, Fullerton Avenue, and Kehoe Boulevard.

Structural Fence – A fence that is intended to create a barrier and provide protection or confinement. All types of fences except for dog runs, natural fences and decorative fences shall be considered structural fences. Allowable structural fence materials include wood (chemically-treated or naturally-resistant to decay), metal (not less than 11-gauge), concrete, masonry, plastic, wood composites, or other material as approved by the Community Development Director.

Privacy Fence – A structural fence intended to screen a patio or deck, located within five feet of the perimeter of the patio or deck. Structures that allow light and air through more than 50% of its surface area, such as lattice or railings, are not considered privacy fences.

Sight Triangle– That portion of a corner lot within the triangular area formed by two measurements 25 feet in length from the point of intersection of two street right-of-way lines forming a corner lot, or 25 feet in length from the point of intersection of a street right-of-way line and the edge of an intersecting driveway.

**Please do not hesitate to contact the Community Development
Department at (630) 871-6230 if you have any questions
regarding the building permit or inspection process.**