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COMMUNITY DEVELOPMENT DEPARTMENT

FENCE

Permit Information:

- Submit Permit Application. Include the scope of work, estimated cost of construction, and the contractor with their contact information.
- Submit two (2) copies of the plat of survey with fence location clearly shown, including dimensions
- Submit a copy of the signed work contract/proposal (if owner is not doing the work).
- Submit copy of Homeowners Association approval letter, if there is an active HOA.
- After all of the above are submitted, the Village reviews all documents for compliance with Village Building Codes and Ordinances. The applicant will be contacted if there are any questions.
- The applicant will be contacted when the Permit is ready for pickup.
- The Village accepts cash or check only for payment.
- The required inspections and any permit conditions will be attached to the approved plan.

Construction Requirements:

- The maximum fence height in a residential area is 6'-0".
- Post holes shall be 3'-0" deep to support the fence.
- Fences are not allowed in front yards (30'-0" setback for most lots – verify with Village staff)
- Allowed fence locations:
 - Rear yard.
 - Interior side yard.
 - Exterior side yard that abuts the front yard of an adjacent lot **or** that abuts a street classified as an arterial or collector roadway when setback 10'-0" from the side property line.
 - Exterior side yard (other than noted above) when setback 1'-0" from the property line.
 - Fences in interior / exterior side yards must be located behind the front line of the house. This applies when a house is located behind the front yard setback.
- Split-rail fences with maximum post height of 3'-6" are allowed in front yards and exterior side yards.
- Fences shall be constructed of an approved material (ex.: wood, aluminum, chain-link, PVC).
- The "finished" side of the fence panel must be facing out, towards the neighbors.
- A gate is required to provide access to any areas of property that will be blocked off by fence to allow for maintenance (ex.: utility pedestals, storm inlets, rear property line that abuts a road, etc.)
- It is owner's responsibility to maintain all areas of property including between back-to-back fences.
- If the fence is part of the required safety barrier around a pool it must meet additional requirements for the gate (swing away from the pool/self-closing/self-latching/latch release height), maximum size of openings in the barrier, and minimum height of the fence. Contact the Village for these additional requirements.

Inspections: 2 day notice is required:

- Post hole (**property corners must be identified**)
- Final

Reminder: Call J.U.L.I.E. at 811 for location of underground utilities at least 48 hours before starting to dig.

If you have questions on your project, please contact the Community Development Department at 847-639-1100.