

Permit # _____

FENCE



Building & Code Enforcement Division
200 S Fourth Street - DeKalb, IL 60115
Phone: (815) 748-2070
Call JULIE 800-892-0123, (24 hours a day, 365 days a year)

FENCE PERMIT APPLICATION

LOCATION OF INSTALLATION

Please provide the address → → →

PERMIT SUBMITTAL REQUIREMENTS

A Detailed Site Plan of Proposed Fence Installation is REQUIRED Indicating
1) EASEMENTS 2) PROPERTY LINES 3) LOCATION OF PROPOSED FENCE.

After permit application submittal, the review process will begin. If no other information is requested, standard permit approval can be expected in approximately 5-7 business days. Once the permit is approved, we will call or contact you by email to pay for your permit and pick up your Building Permit Placard.

SITE DATA

STYLE OF FENCE:	_____	HEIGHT:	_____
CORNER LOT:	YES <input type="checkbox"/>	NO	<input type="checkbox"/>
PROPERTY PINS EXPOSED:	YES <input type="checkbox"/>	NO	<input type="checkbox"/>
PLAT OF SURVEY COMPLETED:	YES <input type="checkbox"/>	NO	<input type="checkbox"/>

PROPERTY OWNER'S INFORMATION

If Property Owner is the applicant, check here →

NAME: _____

ADDRESS: _____

PHONE: _____ E-MAIL ADDRESS: _____

CONTRACTOR INFORMATION

If Contractor is the applicant, check here →

NAME: _____

ADDRESS: _____

PHONE: _____ E-MAIL ADDRESS: _____

FENCE RULES

- ✓ Postholes must be 42" deep unless using other manufactured or engineered solution.
- ✓ A setback of 2" - 6" from adjoining property lines is recommended.
- ✓ The FINISHED side of the fence must face the neighboring properties.
- ✓ Property pins must be exposed prior to first inspection.
- ✓ Required inspections: 1) Posthole & 2) Final - Call at least 24 hours prior to requested inspection.

SIGNATURE OF APPLICANT: _____

DATE: _____

Permit Fees: Residential Fence • \$60.00 /// Commercial Fence • \$100.00

CITY OF DEKALB USE ONLY

Sent to Engineering?

YES NO

APPROVED BY: _____

DATE: _____ FEE: _____