



# VILLAGE OF GLENCOE

## PUBLIC WORKS FORMS & APPLICATIONS

675 Village Court, Glencoe, Illinois 60022  
p: (847) 835-4114 | [permits@villageofglencoe.org](mailto:permits@villageofglencoe.org)

[www.villageofglencoe.org](http://www.villageofglencoe.org)

### Fence, Wall, or Column Permit Application

**Apply online through the Village's permit portal at <https://glencoeil-energovpub.tylerhost.net/Apps/SelfService#/home>.**

**Please include this application, a copy of your Plat of Survey showing the proposed location/height, and a copy of the proposal.**

Date: \_\_\_\_\_

Is this fence for a swimming pool? Yes  No

Property Owner's Name: \_\_\_\_\_ Email: \_\_\_\_\_

Project Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Fence Installer/Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Fence Installer Address/Town/ Zip: \_\_\_\_\_

On-site Supervisor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Height of Fence and Posts: \_\_\_\_\_

**ACKNOWLEDGEMENT:**

*I understand that the property owner and contractor listed on this application are solely responsible for verifying that all fence construction is on the owner's side of the property lot line, if necessary with the aid of a registered land surveyor.*

\_\_\_\_\_  
Printed Name & Signature

**THE VILLAGE WILL NOTIFY YOU VIA E-MAIL WHEN THE PERMIT IS READY. ALL FENCES MUST BE INSPECTED.**

A refundable deposit of up to \$1,000 may be required to ensure compliance with all Village fence regulations.

To schedule a fence inspection, please visit [www.villageofglencoe.org/inspections](http://www.villageofglencoe.org/inspections).

Deposits are released after a passed inspection and the monthly Village Board approval of deposit reimbursements.

**THIS SECTION TO BE COMPLETED BY VILLAGE STAFF**

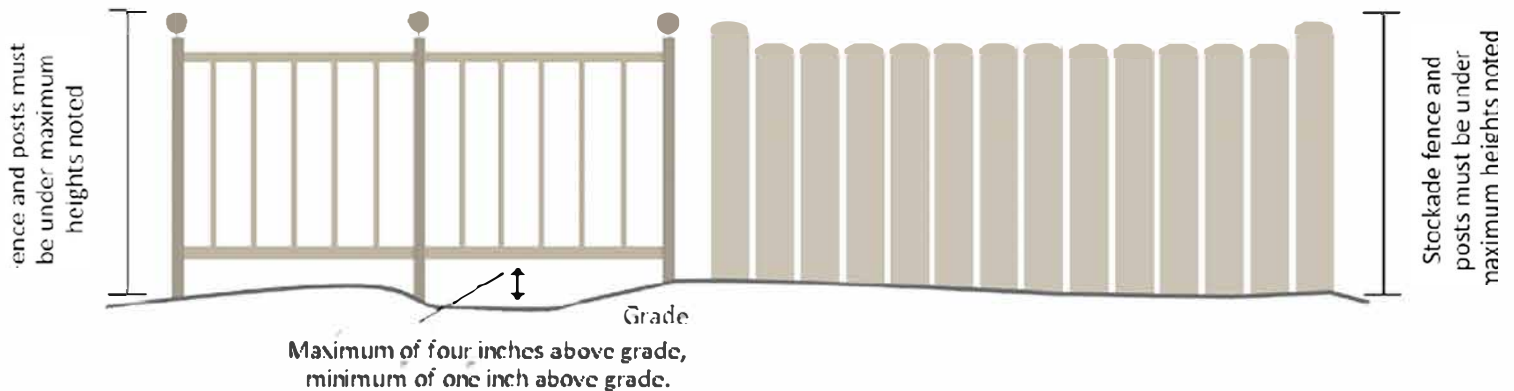
Finished side out reviewed:	Post height limits reviewed:
Deposit reviewed:	Fence height limits reviewed:
Inspected by:	Date approved:
Comments:	



## Fence Guidelines & Requirements

- Fence, wall, and column heights are measured from the ground as they follow grade.
- The property owner and contractor are responsible for verifying that all fence construction is on the owner's side of the property lot line, if necessary with the aid of a registered land surveyor.
- **The smooth/finished side of the fence is required to face outward, towards the neighbor or street.**
- The fence post extensions higher than 4 feet or 6 feet respectively noted above apply only to wood, wrought iron, aluminum or chain link fencing, but not to brick or stone walls.
- **The fence shall not impede or obstruct drainage.**

Fence and Post Maximum Height



## Permit Fees, Deposits, & Inspections

- The permit fee for a fence permit is typically \$100 plus a fully refundable inspection deposit. If you have a pool or electrical components on your fence, the permit fee is \$150. Additional fees for larger lots include an additional \$10 for every 50 feet over the first 500 feet in length.
- The inspection deposit typically ranges from \$500 - \$1,000 to ensure construction is consistent with the approved plans.
- **After the fence construction is complete, you are required to schedule a final inspection at [www.villageofglencoe.org/inspections](http://www.villageofglencoe.org/inspections).**
- The homeowner and contractor are not required to be present for the inspection.
- The inspection time may vary depending on staff availability.
- Staff will follow up with the inspection result via email within 1-2 business days of the inspection.
- Deposits are scheduled to be released after you have passed your inspection.
- Please note that all deposits are required to be processed through the following month's Village Board meeting, which means that it may take up to 4-6 weeks before your deposit is mailed back to you.