



VILLAGE OF LAKEWOOD BUILDING DEPARTMENT

2500 LAKE AVENUE • VILLAGE OF LAKEWOOD, IL 60014
815 / 459 – 4671 • FAX 815 / 459 – 3156

GUIDELINES FOR FENCE INSTALLATION

Please submit 1 electronic PDF of the following documents by USB thumb drive or by email to building@village.lakewood.il.us. All documents listed below shall be submitted as one comprehensive submission. Incomplete submissions will not be accepted. Documents will not be distributed for review until all listed items and payment are received. Lead time is 10 business days for the first review and each subsequent review. Additional plan reviews and inspections will incur additional fees.

SUBMIT PDF via EMAIL or USB:

- Building Permit Application
- Current plat of survey stamped by an Illinois licensed surveyor
- Locate proposed fence location on plat
- Proposal signed by the property owner
- Fence specifications which include:
 - Materials being used
 - Fence dimensions for each section (if different)
 - Post Hole Depth (36" minimum)
 - For pool barriers, include specifications, dimensions/mounting information for self-closing & self-latching mechanism
- General Contractor's Surety bond (License & Permit Bond) from the Contractor's insurance company made to the Village of Lakewood in the amount of \$10,000

IN-PERSON or ONLINE PAYMENTS:

- Permit fee of \$130. [Chapter 19.15 fees]
- The Final Permit fee is calculated once plans are reviewed and approved [Chapter 19.15 fees]
- A \$100 Cash Performance Bond will be added to the permit fee above and refunded upon written request given completion of permit requirements. The Cash Performance Bond shall be forfeited if the permit requirements are not met or the Bond Release Request is not received within 30 days of project completion.

BUILDING DEPARTMENT REQUIREMENTS

- Contact JULIE before you dig, dial 811 or 1-800-892-0123
- All inspections are scheduled the prior business day
- Permit Expires in 6 months if no inspection scheduled- 1 year otherwise. Permit Extension: ½ original fee (2 max). Permit Reinstatement: ½ original fee, but only ½ the time. Permits Expired without work completed are closed and not refundable.
- Any changes to the plans require resubmittal and review. Additional reviews and/or inspections shall incur additional fees.

GENERAL FENCE INFORMATION

Sections of the Lakewood Municipal Code address fences. This is not all encompassing, but a general guideline. Please see entire Lakewood Municipal code for any additional information.

Fence: A free-standing structure of metal, masonry, wood or other solid durable material composed of natural, manufactured or processed materials, or any combination thereof, not part of any building, which rests on a raised platform or is supported by posts on or partially buried in the ground, and is used to confine, screen, partition, enclose, visually define or otherwise create a form of barrier for an area. A fence is a structure forming a barrier above a raised platform or at grade level between lots, between a lot and a street or other public right-of-way, or between portions of a lot or lots. A fence may be solid or partially permeable to light and air, and therefore a wall shall be deemed to constitute a fence. A hedge or series of shrubs densely planted in such a fashion so as to create a barrier sharing similar characteristics of a fence shall also be deemed to constitute a fence.

Decorative Fence: Any fence installed only as an ornamental embellishment at a lot corner or adjacent to a street which may include associated plantings and/or other landscape features. Decorative Fences are the only type allowed in R-1 Zoning.

Prohibited Fences: see Chapter 17 Section 5.12-3 for Prohibited Fences. Generally prohibited fence types include: barbed-wire, electrically charged, chain-link, vinyl, over 6' tall, chicken wire or similar, signage on fence (fence manufacturer/installer).

Fencing At Corner Lots: Fences may be located in the rear yard adjacent to a street, provided that they shall be located a minimum of 15 feet from the corner side lot line of the rear yard, whether or not there is a driveway leading to the adjacent street from that lot or from an adjoining lot. Fences may be installed to the property line on the rear lot line except not in the minimum 15 feet beyond the point that the side lot line and the rear lot line converge.

Fencing On Elevated Walls: If a grading or landscaping plan requires a permanent retaining wall, the height of fences constructed upon or within five feet of the retaining wall shall be measured from the bottom of said retaining wall.

Fencing in Easements: Fences shall not be erected or installed in easements unless permission is granted in writing by the utility company or companies or any other authority having use of that easement. If permission is granted to construct a fence by any authority having jurisdiction of the easement, that authority will not be responsible for the reinstallation of the fence due to any repairs or any other exercise of the authority easement rights that may need to be made at any time, which may require that the fence be temporarily removed.

Fences Adjacent to Bodies of Water: Rear yard fences on lots adjacent to a body of water that are parallel or substantially parallel to the shoreline or waterline shall be prohibited. Fences on such lots may be erected along side lot lines in rear yards but may extend only to the normal water level or the rear lot line, whichever point is more restrictive.