



The Village of Roselle defines a fence as an accessory structure which is a barrier and is used as a boundary, screen, separation, means of privacy, protection, or confinement, and is constructed of wood, plastic (PVC), metal masonry or other similar material. Fence permits are required for all new, enlarged, altered or replaced fences. *Please review the fence diagram shown on page 2.*

LOCATION LIMITATIONS

- Homeowners must ensure that any fence installed is entirely on their property. No fence shall be installed directly on the property line. If there is a better side of the fence it must face away from the property.
- Fence posts should be placed six (6) inches inside the owner's property on the side of the fence facing the owner's property. The depth of the fence posts should be at the frost line, a minimum of forty-two (42) inches. Fill should be base gravel and concrete fill six (6) inches below grade.
- The bottom of the fence shall be three (3) inches above ground level to allow drainage.
- Fences shall not be placed closer than eighteen (18) inches from telephone, electrical, cable, or gas pedestals.
- Fences shall not be placed on or over storm manholes, catch basins, or pipes.
- Homeowners are responsible for locating their sump pump line and utilities (electric, gas, water, sewer, cable, etc.)

DECORATIVE FENCES

- May be constructed in a side, corner side, or rear yard up to a height of five (5) feet.
- May be construction in a front yard up to a height of four (4) feet.

PRIVACY FENCES

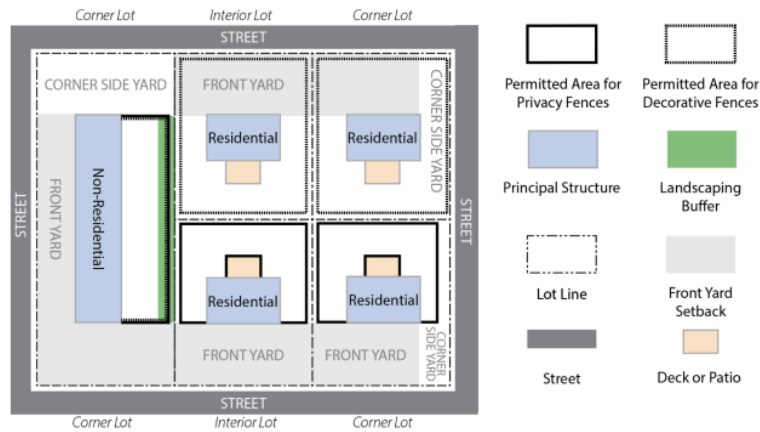
- May be located in a required side or rear yard up to a height of six (6) feet.
- May be constructed in a corner side yard up to a height of six (6) feet provided the fence is not located closer to a corner side yard property line a distance of 50% of the required corner side yard setback (as shown on reverse side).
- Privacy fences used to screen a deck or patio may be up to eight (8) feet in height but may not extend more than five (5) feet beyond the deck or patio perimeter.

COVENANTS AND RESTRICTIONS

Some subdivisions may have private covenants and restrictions which supersede Village zoning requirements. The Village does not enforce covenants and restrictions. It is recommended for property owners check with the homeowners' association prior to commencing any work.

PERMIT FEE AND REVIEW

The Community Development Department requires up to seven (7) to ten (10) business days to review a building permit application. A fence permit fee is seventy-five dollars (\$75.00).



BUILDING PERMIT APPLICATION *Electronic Copies Preferred.*

Applicants must submit the following for review of fence permit applications:

1. A completed Building Permit Application with all contractors listed.
 - A contractor must have a current registration with the Village before the permit can be released.
 - The Village **does not** require homeowners to have a contractor’s registration to demolish, rehabilitate, alter, or repair their own home or property.
2. An accurate, up-to-date Plat of Survey of the property depicting the proposed location of the fence.
3. A description detailing the number of linear feet of fence to be installed and building materials used to construct the fence including height and opacity.
4. A copy of the contract from contractor (if applicable and available).

INSPECTIONS REQUIRED

1. A final inspection is required for the fence structure.

All required inspections are listed upon issuance of the permit. Please review inspection list prior to calling to schedule an inspection.

AFTER APPROVAL & DURING CONSTRUCTION

Homeowners or contractors should display the permit card onsite and must schedule inspections at least 24-48 hours in advance by calling (630) 671-2821. The Department is open at the following times:

Monday, Tuesday, Thursday, Friday: 8:30 AM – 5:00 PM
 Wednesday: 8:30 AM – 1:00 PM

Community Development Department Staff is available for assistance by visiting the Department in Village Hall at 31 S. Prospect Street, by calling (630) 671-2821, or by emailing buildingdepartment@roselle.il.us.

VILLAGE CODES

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|----------------------------------------------|-------------------------------------------------|
| International Building Code, 2018 | International Property Maintenance Code, 2018 |
| International Residential Code, 2018 | International Mechanical Code, 2018 |
| Illinois Plumbing Code, 2014 | International Fire Code, 2018 |
| National Electric Code, 2020 | International Existing Building Code, 2018 |
| NFPA 101 Life Safety Code, 2018 | International Swimming Pool & Spa Code, 2018 |
| International Energy Conservation Code, 2018 | Illinois Accessibility Code, 2018 |
| International Fuel and Gas Code, 2018 | International Plumbing Code, 2018, Chs. 13 & 15 |

Always Call JULIE Before You Dig at 8-1-1 or (800) 892-0123

