



## FENCE / WALL – RESIDENTIAL OR COMMERCIAL CHECKLIST

### Required Application Forms:

- Building Permit Application
- Description of Property/Description of Fence Form

### Required Additional Documents:

- Written description of scope and specification of work (or copy of signed contract)
- One (1) copy current Plat of Survey (to scale), without markings or notes;
- Two (2) copies of proposed plans detailing location of all proposed work (Plat of Survey may be marked up to depict proposed work).

### Additional Item May Be Required for Commercial:

- Certificate of Appropriateness Application

### Compliance Items:

- Fence **must** be placed within the property lines & may not encroach on any public right-of-way or on any private roadway or easement for ingress & egress.
- Do not rely on the location of sidewalks, driveways, alleys, streets or neighbor's fences for an assumed location of the property lines (the location of the property lines should be determined by the dimensions provided on the plat of survey or consider using a professional land surveyor).
- Any fence located within the front yard must: (1) be at least 18" from the public sidewalk; and (2) have the property corners staked, a string line run between the property corners and post holes inspected and approved prior to installation of the fence.
- Fence may **not** exceed 6'6" from existing natural grade to the top of finished fence posts. Maximum height of 6'6" anticipates that a panel of no greater than 6' will be used.
- Fences may **not** create a hazard to vehicular or pedestrian traffic and must comply with the minimum corner visibility standards diagrammed on the next page.
- See Description of Property/Description of Fence form for additional compliance items.

### Sight Visibility Compliance on next page

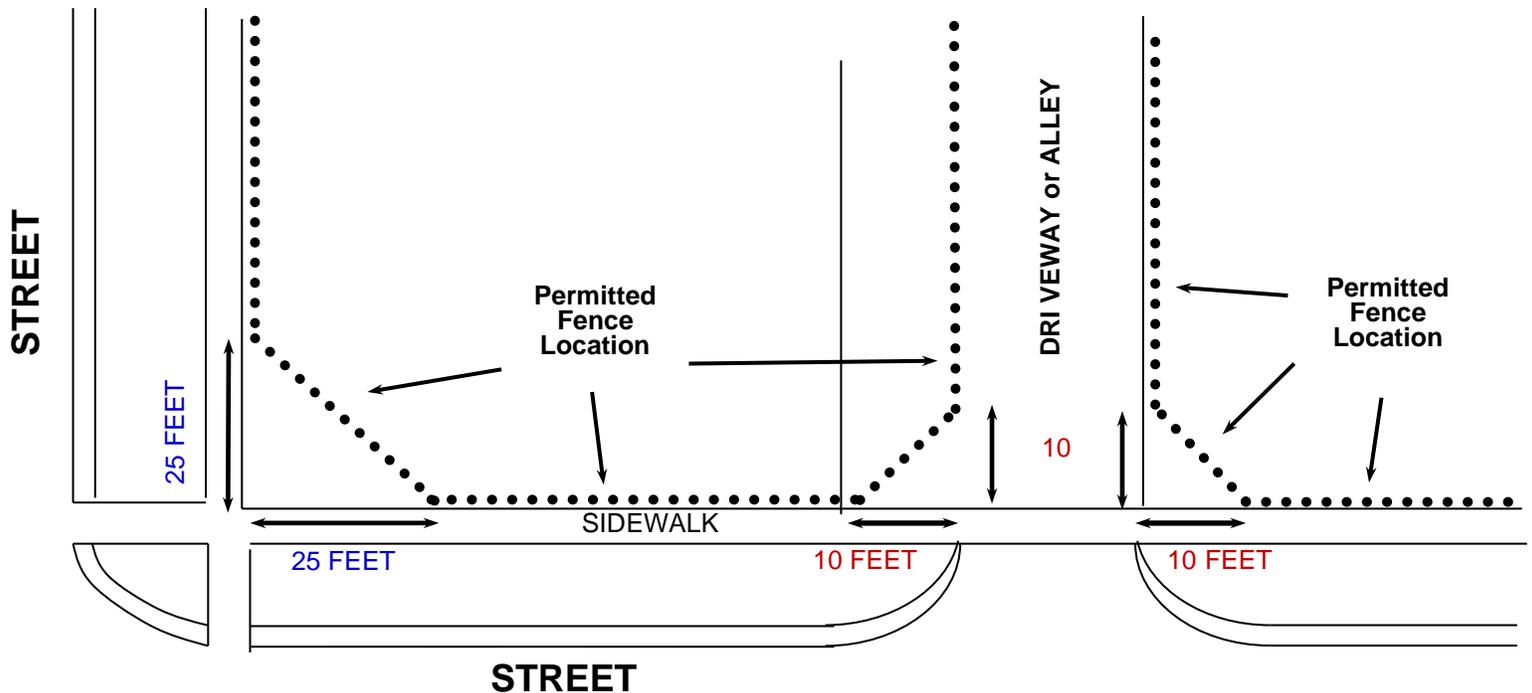


## FENCE / WALL

### Sight Visibility Requirement

#### Abbreviated Excerpts from Section 17.30.130

**Street and Driveway Sight Triangles** - Unless the visibility at right angles to the surface of such fence or wall is not reduced by less than ten percent, then a fence or wall shall not be located within 10 feet of a driveway or alley intersection with a public sidewalk and a fence or wall shall not be located within 25 feet of the street line of two intersecting public or private streets. These sight triangles are measured from the property line.







## **FENCE REQUIREMENTS – TRAMPOLINES & POOLS**

### **Trampoline enclosure requirements:**

- Fence height of at least 4 feet
- Gaps between fence pickets no larger than 4 inches, or solid fence
- Self-closing latches for any fence gates or doors
- Trampoline must be located at least 10 feet away from any fencing or enclosure.

*Note: Netting attached to the perimeter of a trampoline, installed by the manufacturer, is not considered as fulfilling enclosure requirements.*

**Pool enclosures must comply with Section 305 – Barrier Requirements of the 2015 International Swimming Pool and Spa Code. The following provides a summary of those requirements for pool fencing. Please refer to Section 305 for all requirements.**

- Fence height of at least 4 feet
- If not a solid fence, openings in the fence (e.g. between fence pickets) shall be no larger than 4 inches
- Self-closing and self-latching devices for any fence gates or doors are required and shall be placed at the top of the gate or doors, which shall open outward from pool or spa
- Vertical distance between grade & bottom of barrier
  - Shall not exceed 2 inches for grade surfaces that are not solid (e.g. grass or gravel)
  - Shall exceed 4 inches for grade surfaces that are solid (e.g. concrete)

### **Other pool barrier information:**

- Chain-link fences or diagonal fencing may provide enclosure when the maximum opening formed by the fence shall not be more than 1<sup>3</sup>/<sub>4</sub> inches (44 mm).
- For smaller hot tubs and spas, an automatic-locking pool safety cover may qualify as enclosure if it was tested to ASTM F1346-91 standard performance specifications for pool safety covers. Product specifications should be provided with any submitted application for a hot tub or spa.
- Clear zone of not less than 36 inches must be provided between exterior of fence/wall and any permanent structure or equipment that can be used to climb barrier.
- The pool or spa side of required barrier shall be not less than 20 inches from water's edge.
- Structures such as a house, garage, or wall may qualify as part of the enclosure if they meet standards as stated in 2015 International Swimming Pool and Spa Code, as amended by the Village.



Village of Winnetka  
Community Development  
510 Green Bay Rd.  
Winnetka IL 60093  
(847) 716-3520

## Building Permit Application

Permit #: \_\_\_\_\_

Permit Address \_\_\_\_\_ Winnetka, IL 60093

Description of Work \_\_\_\_\_

**Estimated Construction Cost \$ \_\_\_\_\_ (required)**

CONSTRUCTION COST includes cost of material and labor; we may request submittal of a signed contract. The applicant hereby certifies that the total value of construction as stated above is an accurate and truthful estimate of the total value of all labor and materials for the new construction or improvement, including all finish work, painting, roofing, electrical, plumbing, HVAC, paving as well as any general contractor's fee. The general contractor's fee shall be included even if the owner and general contractor are the same.

### **Property Owner Information**

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Email \_\_\_\_\_

### **Primary Contact** *(Note: all correspondence will be with the primary contact)*

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

### **Architect's Information** **Not Applicable**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

### **General Contractor's Information**

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_



**Submittal Requirements:**

Please refer to the appropriate checklist for your particular type of permit work for application submittal requirements. All items identified on the checklist(s) must be submitted with this application form in order for the application to be deemed complete.

**Disclosure & Signatures:**

*The information submitted in this Building Permit Application may be used by the Village of Winnetka and/or any of its contractors or consultants. By signing below you certify that:*

- the information and exhibits herewith are true and correct;*
- you are the owner of record of the named property, the proposed work is authorized and that the registered professional or contractor submitting the application is authorized to do so;*
- you agree to conform to all applicable laws, statutes, ordinances, and codes of this jurisdiction, including those adopted by reference; and*
- if the permit sought is approved, the permit work will be completed in accordance with the Village Codes and within the scope of work described in the application and the approved construction documents*

*Application for a permit shall constitute the owner's consent to all inspections of the permit work that may be required pursuant to the Village Codes and to the right of all building officers to enter onto the premises during reasonable hours to conduct such inspections.*

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature of Owner's Authorized Designee: \_\_\_\_\_ Date: \_\_\_\_\_

*(Must attach Designee Form)*

Print Name: \_\_\_\_\_

Relationship to Property Owner: \_\_\_\_\_