



CITY OF OTTAWA

Community Development Department
301 W. Madison Street, Ottawa, Illinois 61350
815-433-0161
www.cityofottawa.org

For Office Use:
Permit: _____
Date Issued: _____
Permit Fee: _____
Payment Method:
___ Cash ___ Check ___ CCard

FENCE PERMIT APPLICATION

(Please Print Clearly)

OWNER: _____ PROJECT ADDRESS: _____

OWNER PHONE: _____ EMAIL: _____

FENCE CONTRACTOR: _____ CITY REGISTRATION: _____

ADDRESS: _____ PHONE: _____ EMAIL: _____

TYPE OF FENCE:	<input type="checkbox"/> Board/Panel	FENCE MATERIAL:	<input type="checkbox"/> Wood	HEIGHT OF FENCE: _____ in.
	<input type="checkbox"/> Picket		<input type="checkbox"/> Vinyl	
	<input type="checkbox"/> Split Rail		<input type="checkbox"/> Metal/Wrought Iron	
	<input type="checkbox"/> Chain Link		<input type="checkbox"/> Masonry	
	<input type="checkbox"/> Other: _____		<input type="checkbox"/> Other: _____	

Please attach a site diagram to demonstrate the location of the proposed fence. The sketch should include the property dimensions, location and height of fence, setback of fence from property lines, and structures on the property. An aerial image can also be used to demonstrate location of fence, but must include all information.

Location and Height Requirements:

- No fence, wall or other obstruction shall be permitted in the public right of way
- No fence shall exceed four (4') in height within the front yard or side yard adjacent to the street. Chain link fences shall not be permitted along street frontage or within front yards
- No fence shall exceed six (6') feet in height
- No fences in the front yard area or side yard adjacent to the street shall be erected or constructed as to obstruct visibility through more than fifty (50) percent of the fence surface when viewed from a perpendicular angle.
- Fences erected on corner lots shall not interfere with the clear vision of pedestrians and motorists as determined by the City Engineer
- All fences shall be located within the lot's property lines
- No Fence shall be located closer than twelve (12") inches to a public sidewalk.
- No gate or fence shall be erected, constructed or installed across a driveway within the front yard of a residential lot.

Construction Requirements:

- All fences of other than masonry construction shall be securely anchored below the ground level at depths equal to or exceeding forty (40) percent of the above ground height and shall conform to all applicable building codes as adopted by the City Council.
- The unfinished side of any fence, including exposed posts, framing and cross members shall face the interior of the lot.
- No fence shall be erected except those of board panel, picket, split rail, wrought iron, chain link, masonry construction, composite materials designed for fencing or decorative fence materials approved by the Building Official.
- All chain link fences shall be constructed, erected and installed so that the twists (barbed ends) are toward the ground. Barbed wire and electrically charged fences are not permitted.
- No board panel fence constructed of boards greater than one and one-quarter (1.25") inches in thickness or twelve (12") inch with shall be erected.
- No fence shall be erected, constructed or installed on post greater than eight (8") inches width or diameter.
- Both sides of all fences shall be maintained in good repair, and a fence determined by the building inspector to be unsafe and a hazard to the public safety or unsightly due to its disrepair, shall be deemed a violation of this Permit.

Please use the box below to demonstrate the location of the proposed fence on your property. The sketch should include the property dimensions, any structures on the property, pin locations, the proposed fence setback distances (from the property lines and any other structures, roads/alley/sidewalks, etc.). A north arrow should be indicated on your sketch. An aerial image can also be used to demonstrate proposed location of fence.

The City will not review or issue a permit if a site diagram is not provided

It is the responsibility of the property owner and contractor to make sure that the fence is erected within the property boundaries and that the fence can be constructed and maintained appropriately without having to trespass onto adjoining property. A survey is recommended to insure correct location of the fence, inside the property boundaries.

Call 811/JULIE Before you Dig

I, the undersigned, certify that if a permit is issued to me, I will comply with all provisions of all applicable local, state, and federal regulations and shall perform all work, or cause all work to be performed according to the provisions of all City Ordinances and applicable laws. I, or my agent, shall personally supervise the work and shall do or cause to have done said work according plans, specifications and other written information supplied as part of this application. I am familiar with the applicable ordinances and the provisions thereof and in signing this application do willingly become responsible for all work accomplished under the permit by all contractors, trades people, and workers. I understand that this permit is good for 180 days from the date that is issued and that I will call for a final inspection when the work is has been completed.

Printed Name *(Owner / authorized agent for owner)*

Signed Name

Date

This is to certify that I have examined the within detailed statement, together with a copy of the plans relating thereto, and find the same to be in accordance with the provisions of the Local Ordinance, relating to fence work, and that the same has been **APPROVED / DENIED** and entered in the records this date.

Building Official

Date