



Building & Life Safety Department

Village of Arlington Heights

847-368-5560

www.vah.com

PERMIT TYPE: FENCE / DOG RUN

APPLYING FOR PERMITS: All permits are applied for through the Civic Access Portal (See portal instruction for setting up an account and videos on using the system.

<https://www.vah.com/government/permits> [licenses /index.php](https://www.vah.com/government/licenses/index.php)

Use the Apply tab to search for the permit type for which you want to apply. Use a key term in the search bar and various options appear to can select from. Be certain to read the information that describes the permit you are applying for because choosing the wrong permit type, will cause the permit to be declined and the process will have to start again.

LOCATION:

Click Add Location to enter the project location. Enter the street number, followed by the direction (E, W, N, S) then part of the street name. A list of addresses will populate. Check the correct one and Add.

PERMIT DETAILS:

On the PERMIT DETAILS screen you will need to provide a Description of the project sufficient to ensure that the project can be quickly assessed to determine by staff that the project application is appropriate for the scope of the work to be performed. You may also be required to supply the following:

- the valuation of the project

CONTACTS:

Each project requires various contacts to be provided. In order for a contractor to be added their information must be in the system which requires they have set up their portal access. The contractors are also required to have a contractor license. The owner is typically required to be included as a contact on the permit which requires them to have created a portal account also.

For this permit, the required contacts are:

-Applicant, Fence Contractor, Owner

Other contacts beyond the required need to be added using the using the Add Contact card, selecting the trade (contractor type) and to create a new contact, then providing the information.

MORE INFO:

Each permit requires information relevant to the specific permit application type. Answer the information relative to your project activities (versus existing conditions). The more involved the permit, the greater the volume of information and detail needed to be supplied.

ATTACHMENTS:

All required documents are to be provided as requested.

Plans must be a single compiled attachment – not a series of individual sheets.

For this project needed to add the following documents:

- Marked Plat of Survey showing the location of the fence using x's along with the dimensions.
- Contractor's proposal-detailing the scope of the work.
- Catalog cut sheet or picture of the fence being installed.

REVIEW TIME FRAMES:

Once place into review, the typical time frame allotted for initial review or revisions is 3-5 days. Not all reviews require the full amount of time allotted for the reviews.

Invoicing, document stamping and other processing activities take place after the documents are approved.

REVISIONS:

If you need to add revisions, start at the summary screen for the project and follow the prompts. Add the revised documents to the location / attachment provided. To add a letter that explains all changes, toggle the Submit new documents on after attaching all revised documents. Use the dropdown option to select "Plan Review Response Letter" and attach the response letter to this card.

To add other new documents, follow the same procedure as above and select the most document type that most appropriately describes what you are attaching.

Fence Regulations

Fence type are generally defined as follows:

Fence, Open. An open fence is one in which less than 50% of its surface is closed when viewed from a right angle.

Fence, Semi-Open. A semi-open fence is one, which shall be designed and constructed to allow the free movement of air through the fence.

Fence, Solid. A solid fence is one, which effectively conceals from viewers in or on adjoining properties and streets, materials and activities conducted beyond it.

Section 6.13 of the Arlington Heights Zoning Regulations

6.13-1 Fence Permit Required. No fence shall be erected without having secured a permit from the Director of Building, who shall grant the permit only if the proposed fence is in compliance with all the provisions of this Code and any amendment to it, and if the proposed fence will be erected in a structurally sound manner.

6.13-2 Materials and Type of Construction:

- a. The use of barbed wire fencing is prohibited;
- b. All metal fences erected shall be of nine gauge woven wire or its equivalent;
- c. Fence posts shall be of an approved material and shall be embedded into tamped earth or concrete, to a depth which would assure its structural stability;
- d. All fences must be erected with the finished side facing the adjoining properties;
- e. Solid fencing is allowed only between certain zoning districts and where otherwise specified in Chapter 28; and
- f. Slatted chain link fence is prohibited.

Exception: In the M-1 and M-2 Districts, slatted fences will be allowed between business properties and to enclose garbage dumpsters but cannot be located adjacent to a street or residential properties.

Section 6.13-3 Location of Fences. A fence is a permitted obstruction in any yard with the following limitations:

- a. Front Yard. Fences shall not exceed a height of 36-inches and shall not contain any sharp points and must be an open fence; and
- b. Side and Rear Yards. Fences can be solid, open or semi-open and shall not exceed a height of six feet subject to the following:
 1. Through Lots. On through lots that are adjacent to non-through lots, fences in yards with road frontages may not exceed 36-inches and shall not contain any sharp points and must be an open fence;
 2. Corner Lot. That portion of the side and rear yard with street frontages may have solid, open or semi-open fences erected no closer than five feet to the perimeter of the lot. Landscaping, a minimum of three-foot high and spaced a maximum of 48-inches on center, must be provided along the street side of the fence.

The perimeter of the lot is defined as the lot line, sidewalk, or street pavement, whichever is closest to the building. In each instance where the building is closer than 5 feet to the perimeter of the lot, no fence shall extend beyond the line of the principal building. An open fence, not exceeding a height of 36 inches, shall be allowed anywhere within the Rear Yard and shall not contain any sharp points; and

3. Visibility. Within 12 feet of intersecting property lines at streets, walks, driveways, bike paths, or walking paths, fences shall not exceed 36-inches and shall not contain any sharp points and must be an open fence.
- c. Exterior Side Yards. Fences shall be allowed in an Exterior Side Yard with the following limitations:

1. A solid, open or semi-open fence, not exceeding a height of six feet shall be allowed no closer than five feet to the perimeter of the lot.

Landscaping, a minimum of three feet high and spaced a maximum of 48 inches on center, must be provided along the street side of the fence. The perimeter of the lot is defined as the lot line, sidewalk, or street pavement, whichever is closest to the building. In each instance where the building is closer than five feet to the perimeter of the lot, no fence shall extend beyond the line of the principal building; and

2. An open fence, not exceeding a height of 36 inches shall be allowed within the Exterior Side Yard and shall not contain any sharp points.

6.13-4 Wire Gauge. All metal fences erected in the Village shall be at least nine gauge woven wire or its equivalent.

6.13-5 Safety Hazards Prohibited. The Director of Building may order any fence removed that is a hazard to public safety or to the free flow of traffic.

6.13-6 For fences required for screening of parking lots, between zoning districts, detention and retention basins, and commercial antenna structures and earth stations, see Section 6.16.



Fence Regulations Exhibit

Corner Lot

Rear Yard

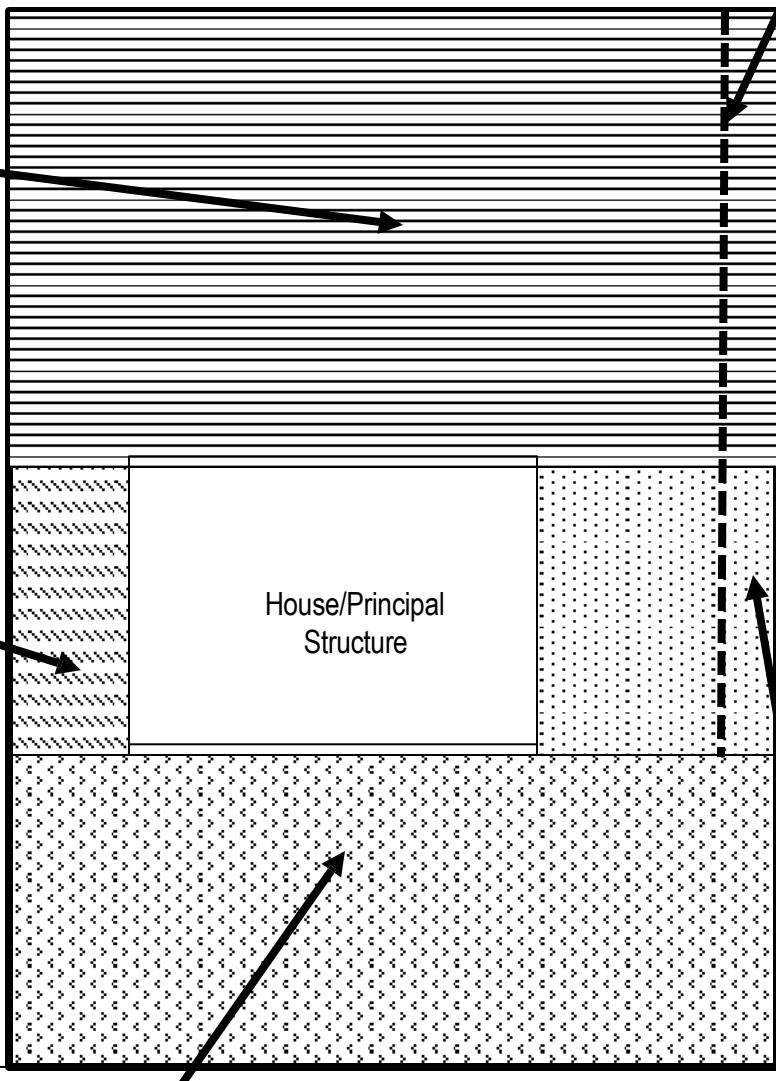
- Maximum fence height is 6 feet
- Fence may be open, semi-open or solid style
- Fence is allowed on lot lines.

Interior Side Yard

- Maximum fence height is 6 feet
- Fence type may be open, semi-open or solid.
- Fence allowed on lot line.

Front yard

- Maximum fence height is 3 feet
- Fence must be open style
- Fence allowed on lot line



Setback in Rear and Exterior Side Yard with Street Frontage

- Fences over 3' must be set back a minimum of 5 feet from the property line (dashed line)
- Fences on or left of the dashed line may be 6 feet tall and open, semi-open or solid
- Landscaping a min. 36" high and 48" on center must be provided on the street side of fence

Exterior Side Yard Regulations

Right of dashed line:

- Maximum fence height is 3 feet
- Fence must be open style
- Fence allowed on lot line.

This exhibit is not intended to be a complete summary of zoning information nor is it intended to replace the Zoning Ordinance. Please refer to the Zoning Ordinance for more information, which can be found on the Village's website at www.vah.com. Whenever there might be a discrepancy between the information provided on this exhibit and the information found in the Zoning Ordinance, the information in the Zoning Ordinance shall apply.



Fence Regulations Exhibit

Interior Lot

Rear Yard

- Maximum fence height is 6 feet
- Fence style may be open, semi-open or solid
- Fence allowed on lot line

Side Yard

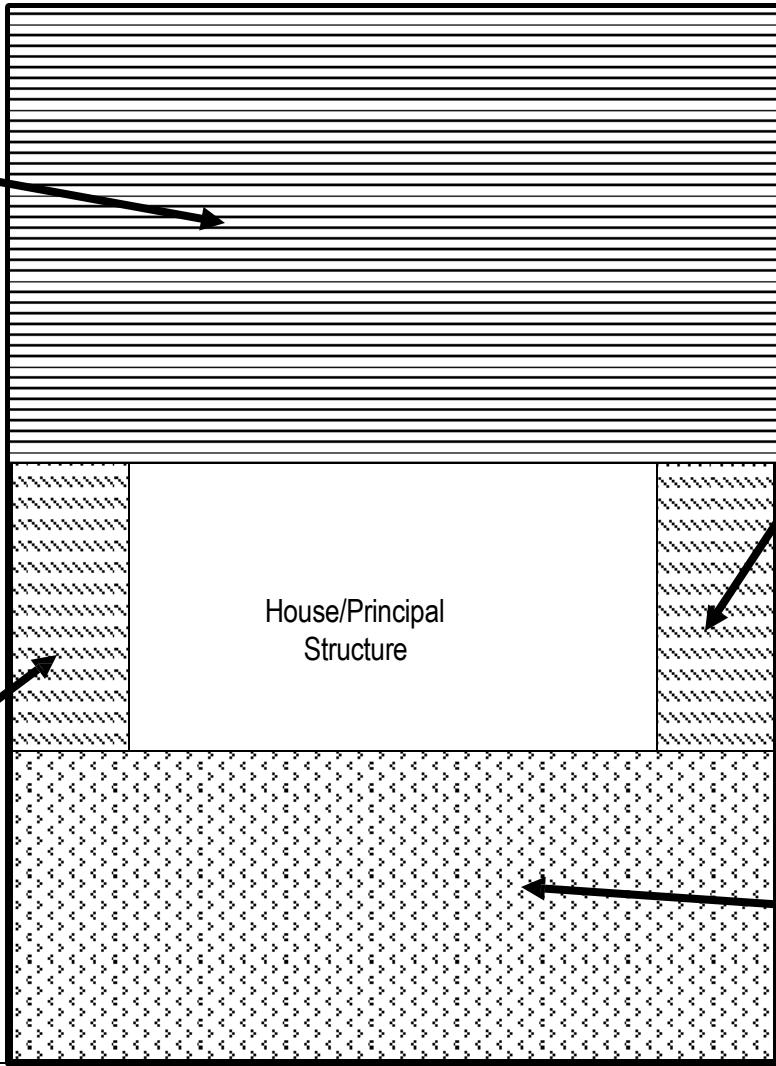
- Maximum fence height is 6 feet
- Fence style may be open, semi-open or closed
- Fence allowed on lot line

Side Yard

- Maximum fence height is 6 feet
- Fence style may be open, semi-open or solid
- Fence allowed on lot line

Front yard

- Maximum fence height is 3 feet
- Fence style must be open
- Fence allowed on lot line



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ARLINGTON HEIGHTS MUNICIPAL CODE

Chapter 28 Zoning Regulations, Section 28-6 General Provisions

6.11 Vision Clearance. No building or structure hereafter erected and no planting or other obstruction to the vision of drivers of motor vehicles or pedestrians shall be located:

6.11.1 In any “R” Districts, exceeding a height of three feet above the street grade within 12 feet of the intersecting street lines bordering corner lots and between private properties within 12 feet of walks, driveways, bike paths and walking paths.

6.11.2 In B-1 through B-4 Districts, within 12 feet of the intersection street lines bordering a corner lot, provided that this regulation shall not apply to that part of a building above the first floor.

