

## APPLICATION FOR FENCE PERMIT/CERTIFICATE OF ZONING COMPLIANCE

New Baden Village Hall  
1 East Hanover St, New Baden IL 62265

Phone: (618) 588-3813      fax (618) 588-7105      www.NewBadenIL.com

(Do not write in this space – For office use only)

Date: \_\_\_\_\_, 20\_\_\_\_\_      Permit fee to be paid to Village Clerk

( ) Permit Issue No. \_\_\_\_\_      Fee: \$50.00      Date: \_\_\_\_\_      Check#/Cash: \_\_\_\_\_

( ) Permit denied      If denied, cause of denial: \_\_\_\_\_

( ) Application appealed No. \_\_\_\_\_

Variance or Special Permit No. \_\_\_\_\_

1. Name of property owner(s): \_\_\_\_\_ Phone: \_\_\_\_\_  
Complete mailing address: \_\_\_\_\_ E-mail: \_\_\_\_\_
2. Applicant ( ) Owner ( ) Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Complete mailing address: \_\_\_\_\_
3. Property address (9-1-1 approved) of proposed construction: \_\_\_\_\_
4. A site plan accompanying your application is required. Please provide the site plan drawing on the back or on a separate page. Drawn to approximate scale, please include the following:
  - a) Dimensions of the zoning lot;
  - b) Dimensions and use of all buildings (show overall dimensions of house including garage if applicable);
  - c) Distance of each building from all zoning lot lines;
  - d) Location of driveways and off-street parking spaces (show distance from lot lines and overall dimensions);
  - e) Location of all easements (drainage and utility);
  - f) Any additional information as may be reasonably required by the Chief Building & Zoning Official;
  - g) Height: \_\_\_\_\_
  - h) Type (Wood, Vinyl, Chain Link, etc.): \_\_\_\_\_
  - i) Location of Fence on zoning lot.

**General Information**

1. Location: Fences under 4 feet may be erected anywhere on the owner’s property, subject to the 2 foot rule as noted in #3 and the 3 foot alley and public right of way setbacks. (Village Zoning Code, Article IV 40-4-4 has a complete description.)
2. The property owner is responsible for locating property lines. Property corners and property lines should be positively identified by the property owner or may be identified by hiring a surveyor to locate the property lines. The Village of New Baden **DOES NOT** survey properties. Maintenance of both sides of the fence (painting, mowing, repairs, etc.) should be considered when determining placement.
3. No fences shall block the view of traffic. Fences erected on a corner lot must maintain a 30 foot Clear View Triangle.
4. The Village of New Baden does not settle property line disputes between neighbors, including but not limited to, disputes over the placement of fences, hedges, or walls.
5. Fences may be placed in easement areas but must not affect drainage including debris buildup (grass clippings, leaves, etc.). Fences placed in easements are subject to removal and replacement at the property owner’s expense.
6. Utilities must be located and considered when erecting a fence, wall or planting. Utility locates are the responsibility of the property owner. To have utilities located, call J.U.L.I.E. at (800) 892-0123 or 8-1-1.
7. Property owners are also advised to contact any applicable Homeowner Association, Neighborhood Association, or other like organizations that may have set forth any restrictions for the area the construction will take place. The Village of New Baden **DOES NOT** have any enforcement or interruption authority concerning these types of restrictions.

### TEMPORARY CERTIFICATE OF ZONING COMPLIANCE

The plans and specifications submitted with this Application are in conformity with the zone district requirements applicable to the subject property. Changes in plans or specifications shall not be made without written approval of the appropriate Village officials. Failure to comply with the above shall constitute a violation of the provisions of the Village of New Baden Zoning Ordinance.

Dated: \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Chief Building & Zoning Official, Village of New Baden, Illinois