



THE CITY OF LAKE FOREST  
COMMUNITY DEVELOPMENT DEPARTMENT  
800 N. FIELD DRIVE, LAKE FOREST, IL 60045  
P: (847)810-3502 OR (847)810-3503/3521 F: (847)615-4383  
WWW.CITYOFLAKEFOREST.COM

**FENCE, WALL AND/OR PILLAR PERMIT REQUIREMENTS**

*The following is required for a complete permit submittal.*

<p><i>For a Fence only:</i></p> <p><input type="checkbox"/> <b>FENCE, WALL AND/OR PILLAR PERMIT APPLICATION.</b></p> <p><input type="checkbox"/> <b>HOMEOWNER'S ASSOCIATION APPROVAL.</b> Required if your subdivision has an active homeowner's association.</p> <p><input type="checkbox"/> <b>2 COPIES OF THE CURRENT, STAMPED PLAT OF SURVEY.</b> Show the location of all existing structures, property lines, easements and the proposed fence, wall and/or pillars.</p> <p><input type="checkbox"/> <b>2 COPIES OF THE ELEVATION OF THE FENCE.</b></p>
<p><i>If a Wall or Pillars are proposed, the following is also required:</i></p> <p><input type="checkbox"/> <b>GRADING WAIVER APPLICATION.</b></p> <p><input type="checkbox"/> <b>2 COPIES OF THE ELEVATION AND SECTION.</b> Include a section of the wall and/or pillar, including the foundation.</p>
<p><i>If lighting is proposed, the following is also required:</i></p> <p><input type="checkbox"/> <b>ELECTRIC PERMIT APPLICATION.</b></p> <p><input type="checkbox"/> <b>2 COPIES OF THE FIXTURE CUT SHEETS.</b></p>

*Prior to issuance of the permit, the following information shall be up to date or submitted to the Community Development Department:*

<p><input type="checkbox"/> <b>ELECTRICIAN'S LICENSE.</b> If lighting is proposed for this project.</p>
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**FENCE PERMIT APPLICATION**  
**#:** \_\_\_\_\_  
**DATE:** \_\_\_\_\_

*Includes Fence, Wall and Pillars*

<b>PROJECT ADDRESS:</b>		
<b>PROPERTY OWNER:</b>		<b>PHONE:</b>
<b>MAILING ADDRESS (IF DIFFERENT THAN ABOVE):</b>		
<b>PROPERTY OWNER'S EMAIL ADDRESS:</b>		
<b>CONTRACTOR:</b>		
<b>MAILING ADDRESS:</b>		
<b>PHONE:</b>		<b>FAX:</b>
<b>EMAIL ADDRESS:</b>		<b>CELL:</b>

**COMPLETE ALL THAT APPLY:**

<b>FENCE:</b>	LENGTH _____	HEIGHT _____	MATERIAL _____
<b>WALL:</b>	LENGTH _____	HEIGHT _____	MATERIAL _____
<b>PILLARS:</b>	QUANTITY _____	HEIGHT _____	MATERIAL _____

**IS THE PROPOSED FENCE NEW OR A REPLACEMENT OF AN EXISTING?** \_\_\_\_\_

**IF THERE ARE MODIFICATIONS TO THE FENCE, PLEASE DESCRIBE THEM:** \_\_\_\_\_

**\$\_\_\_\_\_** is the fair market value of the project including all materials, trades, architectural and engineering fees.

As Property Owner, I hereby agree and acknowledge that all work must be done in accordance with Codes adopted by The City of Lake Forest Code and must be consistent with the approved plans. As Owner, I declare that all information submitted in support of the requested permit is accurate. Falsification of any information will result in penalties as provided for in the Code. By signing this form, owner assumes responsibility for the accuracy of the information provided by the contractor.

*Signature of Property Owner:* \_\_\_\_\_

*Signature of Owner's Authorized Designee (must have Designee Form attached):* \_\_\_\_\_

*Printed Name:* \_\_\_\_\_ *Contact Phone Number:* \_\_\_\_\_

**FOR OFFICE USE ONLY:**

<b>FENCE PERMIT FEE:</b>	\$ _____	<b>STOP WORK ORDER:</b>	\$ _____
<b>PERMIT RENEWAL BOND:</b>	\$ _____	<b>ENGINEERING REVISION:</b>	\$ _____
<b>DRAINAGE WAIVER FEE:</b>	\$ _____	<b>TREE FENCING FEE:</b>	\$ _____
<b>LANDSCAPING BOND:</b>	\$ _____	<b>RECORDING FEE FOR ROW:</b>	\$ _____
<b>OTHER FEE:</b>	\$ _____	<b>TOTAL FEES: \$ _____</b>	

**LAKE FOREST CONSTRUCTION STANDARD REV. 5/08**

**6.02 WAIVER FOR SITE GRADING PERMIT**

The City of Lake Forest  
Application for Waiver of the Site Grading Permit

Application is hereby made for a waiver of a site grading permit at the following described property:

**ADDRESS:** \_\_\_\_\_

**PROJECT DESCRIPTION** \_\_\_\_\_

**CONTRACTOR:** \_\_\_\_\_

**CONTRACTOR'S PHONE:** \_\_\_\_\_

**Conditions:**

A waiver of the Grading Permit **may be** approved by the City Surveyor and Engineer only on property previously improved with the principal use or structure; where the project consist only of minor additions to existing dwellings or structures, the construction of accessory buildings, tennis courts, swimming pools, or minor landscaping.

The waiver request shall include:

1. **Address or legal description** of the property.
2. **Description of the project.**
3. **Site plan of the project** including the dimensions(s) from the project to the nearest Lot Line(s), provisions for roof drainage (location and direction of discharge), and proposed grading limits.
4. **A statement signed by the property owner** agreeing to the following:

*The applicant hereby certifies that he is the owner of the property described above, and certifies that to the best of his knowledge, the above described project will not disturb existing topography or will not create adverse drainage problems on adjacent property. The applicant further agrees to assume all responsibility for any drainage problems that may be caused directly or indirectly by any action involving the above described project and further absolves The City of Lake Forest of any responsibility for problems or actions that may result from the granting of the waiver of the Site Grading Permit requirements.*

Signed \_\_\_\_\_ Date: \_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Printed Name of Signature Above Telephone Number

Waiver Granted \_\_\_\_\_ Date: \_\_\_\_\_  
City Surveyor and Engineer



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**ELECTRIC PERMIT APPLICATION**  
 #: \_\_\_\_\_  
 DATE: \_\_\_\_\_

<b>PROJECT ADDRESS:</b>	
<b>PROPERTY OWNER:</b>	<b>PHONE:</b>
<b>MAILING ADDRESS (IF DIFFERENT THAN ABOVE):</b>	
<b>PROPERTY OWNER'S EMAIL ADDRESS:</b>	
<b>ELECTRIC CONTRACTOR:</b>	
<b>MAILING ADDRESS:</b>	
<b>PHONE:</b>	<b>FAX:</b>
<b>LICENSE #:</b>	<b>ISSUED BY:</b>

<b>EXISTING ELECTRIC SERVICE:</b>	_____ AMPS	___ OVERHEAD
	_____/_____/_____ VOLTAGE	___ UNDERGROUND
<b>PROPOSED ELECTRIC SERVICE:</b>	_____ AMPS	___ OVERHEAD ___ UNDERGROUND
	_____/_____/_____ VOLTAGE	___ TEMPORARY
<b>QUANTITIES OF GENERAL WIRING:</b>	_____ OUTLETS	_____ FIXTURES (INC. EXHAUST FANS)
		_____ SWITCHES
<b>LOW VOLTAGE WIRING:</b>	_____ CONTROL/SIGNAL	_____ VOICE/DATA/VIDEO _____ ALARM/SAFETY DEVICE
<b>ELECTRIC HEATING:</b> (600 V.A. AND LARGER)	_____ TOTAL K.V.A.	_____ TYPE OF HEATING UNIT
<b>ELECTRIC MOTORS:</b>	_____ MOTORS	_____ TOTAL COMBINED H.P.
		_____ H.P. OF LARGEST MOTOR
<b>AIR CONDITIONING UNITS:</b>	_____ NUMBER OF UNITS	_____ TOTAL K.V.A.
<b>STANDBY GENERATOR:</b>	_____ H. P. OF MOTOR	_____ OUTPUT IN K.V.A.
<b>LANDSCAPE LIGHTING:</b>	_____ OUTLETS	_____ FIXTURES

**OTHER WORK:** \_\_\_\_\_

As Property Owner, I hereby agree and acknowledge that all work must be done in accordance with Codes adopted by The City of Lake Forest Code and must be consistent with the approved plans. As Owner, I declare that all information submitted in support of the requested permit is accurate. Falsification of any information will result in penalties as provided for in the Code. By signing this form, owner assumes responsibility for the accuracy of the information provided by the contractor.

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

Signature of Owner's Authorized Designee (must have Designee Form attached): \_\_\_\_\_

Printed Name: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

**FOR OFFICE USE ONLY:**

<b>ELECTRIC PERMIT BASE FEE:</b>	\$ _____	<b>PER UNIT CHARGE:</b>	\$ _____
<b>ELECTRIC SERVICE FEE:</b>	\$ _____	<b>MOTORS:</b>	\$ _____
<b>TOTAL FEES: \$ _____</b>			