

HAWTHORN WOODS
BUILDING DEPARTMENT PERMIT PROCEDURES

DOG RUN REQUIREMENTS

All contractors and subcontractors doing business in the Village of Hawthorn Woods **must be registered with the Village**. The term “contractor” and “subcontractor” shall include, but not be limited to: any homeowner or company who undertakes to construct, alter, improve, install, repair, remodel, rehabilitate, renovate or move any land, house, building or other structure (of any kind or nature, whether residential or not) or any fixture or any other item that is located on or in the ground and/or attached to something that is located on or in the ground. All registrations are \$150.00 per year.

The Village of Hawthorn Woods requires that a building permit be obtained prior to the installation of a dog run. Dog runs are subject to the following requirements:

REQUIREMENTS: Village Code 8-4-3

- Dog run can be used for no other purpose than a dog run
- Minimum Height – 4 feet
- Maximum Height – 6 feet
- Maximum area not to exceed 200 square feet
- Dog run shall not be wider than 15 feet. Maximum length of any side of dog run shall not exceed 20 feet.
- Material shall be either chain link with black vinyl coating, wrought iron, or material similar to wrought iron
- Landscaping shall be planted to achieve 100% opacity at the time of installation. 100% opacity shall be maintained 12 months per year
- An inside corner of the house or alcove shall be used to screen dog run, if possible
- Dog run shall not be visible from the street
- Dog Run **MUST** be attached to the house (cannot be free-standing)
- If the dog run is rectangular in shape, it is the long side of the dog run that must be attached to the house
- Call J.U.L.I.E. 48 hours prior to digging, excluding Saturday, Sunday and holidays 1-800-892-0123.

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CHECKLIST FOR OBTAINING A BUILDING PERMIT

The following information is required to obtain a building permit for a dog run. Incomplete or inaccurate information will delay the processing of your permit.

- Obtain contractor/subcontractor registration through Village
- Submit building permit application
- Submit pamphlet from fence company depicting the type of fence to be used
- Submit a plat of survey showing elevation views and any landscaping

PERMIT FEE

Permit	\$225.00
Refundable Bond	\$300.00
Total	\$525.00

INSPECTIONS

- Footing
- Final Site

Inspections: To schedule an inspection 24 hours in advance, please contact the Building Department @ 847.847.3586 or 847.847.3537 Monday through Friday 8:00 am - 4:30 pm. Please do not leave a message, as we cannot guarantee the inspection. Note: There will be a re-inspection fee if the inspector is unable to give approval and has to perform another inspection. re-inspection fees will be deducted from the refundable bond.

The information in this handout is intended to be general in nature and is not a substitute for applicable Village codes or ordinances. Please visit our website at www.vhw.org with questions relating to building codes, inspections or construction procedures.