

## **ELECTRONIC FENCE REQUIREMENTS**

Per Section 8-2-1 of the Village Code, No person shall begin the clearing or excavation of the proposed site of any such improvement without first having applied for a permit to do so and obtaining such permit in writing from the village.

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), any fixture or item that is located on or in the ground and/or attached to something located on or in the ground. All registrations are \$150.00 per year.

**NOTE:** The Village of Hawthorn Woods requires that a permit be obtained prior to the installation of any electronic fence, subject to the following requirements:

### **REQUIREMENTS**

- Layout indicated on plat of survey including septic field map, showing right-of-way.
- Electronic fence cannot be placed in right-of-ways (22 feet from road edge), culverts or utility easements
- Final site inspection must take place within 30 days of fence installation and while flags are still up. It is the installer’s responsibility to call for inspection within this time frame.
- Failure to obtain required permit shall result in penalties upon the lot owner as per the requirements of the Village Code.
- Call J.U.L.I.E. 48 hours prior to digging, excluding Saturday, Sunday and holidays  
1-800-892-0123

### **CHECKLIST FOR OBTAINING A BUILDING PERMIT**

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

- Obtain contractor/subcontractor registration through Village
- Submit building permit application
- Plat of survey showing proposed electric fence location and street right-of-way.

### **PERMIT FEE**

Permit                      \$115.00

\*Fees do not include any re-inspections or re-reviews

### **INSPECTIONS**

- Final Site

HAWTHORN WOODS  
BUILDING DEPARTMENT PERMIT PROCEDURES

**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 am - 4:30 pm. Please do not leave a message, as we cannot guarantee the inspection. Note: There will be a re-inspection fee of *double* the amount if the inspector is unable to give approval and has to perform another inspection.

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](http://www.vhw.org) with questions relating to building codes, inspections or construction procedures.