

City of Mattoon Illinois

Date _____

Revised 4/12/2024

FENCE PERMIT APPLICATION

The undersigned hereby makes application for a permit to remodel or construct a fence.

At: _____
address of project

Is applicant the owner in fee of property described? ☐ Yes ☐ No

BUILDING CODE REQUIREMENTS: If such application is made by a person other than the owner in fee, it shall be accompanied by a duly verified affidavit of the owner in fee that the person making the application is authorized to make application. If the applicant is not the owner in fee of the property described; give name and address of owner in fee:

NAME _____ Contact Information _____

Give a brief description of proposed fence construction stating type of materials, length, and height and any unusual details regarding said construction. Applicants must include a simple drawing of the proposed fence with the application.

This permit is null and void, in part or its entirety, if in conflict with building specifications as outlined under your abstract, subdivision restrictions of Ordinance 96-4835 concerning building lines, front, side or rear yards, intent purpose or other applicable zoning ordinance conflicts. It is the homeowners responsibility to determine where the property lines are located.

CONTRACTOR / APPLICANT INFORMATION

BUSINESS NAME _____

Address _____ Telephone _____

Email _____ TYPED SIGNATURE _____

This is used to send you a copy of your permit

THIS PERMIT EXPIRES SIX (6) MONTHS FROM ISSUED DATE IF CONSTRUCTION HAS NOT STARTED

OFFICE USE ONLY BELOW

PERMIT NO. _____ ISSUED BY _____ Issued/Paid Date _____

Permit Fee: \$25