



City of Highland

DEPARTMENT OF ECONOMIC AND
COMMUNITY DEVELOPMENT
BUILDING AND ZONING DIVISION

**REF: FENCES /SHEDS/DRIVEWAYS/OUTSIDE STORAGE OF VEHICLES, BOATS,
RV'S etc**

Dear Homeowner/Property Owner:

The City of Highland Building & Zoning Division requires completion and submittal of a Zoning Compliance Document form for fences, sheds less than 200 sq. ft., driveways and outside storage of vehicles, boats, RV's, etc. There is no charge and it assures the proper placement of the structure. We recommend having the utilities located through the J.U.L.I.E., a one call system, so that you may be made aware of any utilities that may be in the area of placement. That phone number is 1-800-892-0123 and there is no charge for this service.

- Fences may be placed in the easement and right up to the property line, although we recommend remaining at least one foot off the property line for maintenance purposes.
- You are responsible for locating and marking property lines for your project, including noting on any paperwork submitted to the City of Highland.
- Should the fence be placed in an easement the City or any other public utility located within such easement has the right, if needed, to remove the fence and not replace it.
- Fences on corner lots must stay a minimum of 30' from the intersection and stay off the City Right-of-Way (usually 9'), unless council permission is granted in writing to place the fence on the Right-of Way.
- Sheds are not allowed in easements and must meet all setback requirements as specified in the Zoning Code.
- Driveways and outside storage of vehicles, boats, RV's etc must be a minimum of 3' from the property line

The Zoning Code may be found on the city's website at www.highlandil.gov . Go to quick find and click on the link to Highland Municipal Code of Ordinances, then click on Muni Code Chapter 90 for the Zoning Code.

Please fill out the enclosed form, make a sketch of the proposed layout of the structure, and return it to Department of Community Development, Building & Zoning Division PO Box 218 Highland IL 62249.

If you have any questions please contact this office at 654-7115

Sincerely,

Building & Zoning Division
City of Highland

2610 Plaza Drive - P.O. Box 218 Highland, Illinois 62249-0218
Phone (618) 654-7115 Fax (618) 654-5570 www.highlandil.gov

ZONING COMPLIANCE DOCUMENT

Name: _____ Date: _____

Address: _____ Phone: _____

Type of Improvement: _____

JULIE DIG # _____

Requirements:

1. Compliance with all Rules and Regulations of the City of Highland.
2. Sketch of proposed improvements, including size and distance from property lines, other structures, bodies of water, etc.
3. Completed Zoning Compliance Document.
4. J.U.L.I.E. locate done for utilities that may be in the area of placement.
1-800-892-0123.

Certification

I hereby certify that I am the owner of record of the named property, or that the owner of record authorizes the proposed work, and that I have written authorization from the owner to make this application as his/her agent. I further certify that the enclosed drawing is a true representation of the property, noting property lines and easements and that the owner accepts all liability for fence and landscaping placement. I agree to conform to all applicable laws of this jurisdiction. In addition, I certify that the Code Official or the Code Official's authorized representative shall have the authority to enter areas covered by this document at any reasonable hour to enforce the provisions of the Code(s).

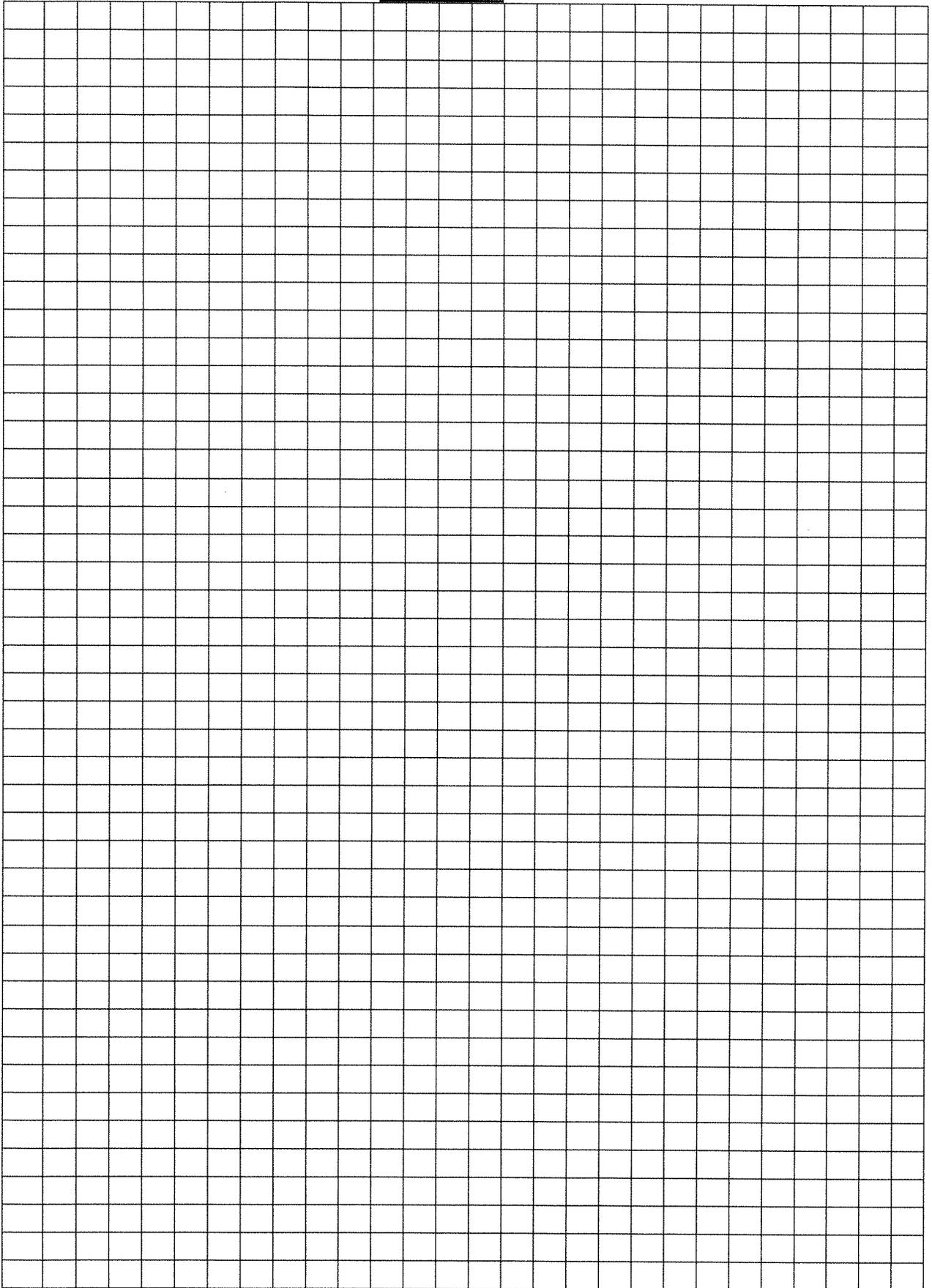
Signature of Owner/Representative

Official Use Only

Is the proposed work in a flood plain?	Y or N	Date Checked: _____
Does it meet the setback requirements?	Y or N	Date Checked: _____
Are the zoning requirements met?	Y or N	Date Checked: _____
Sketch provided of proposed work area?	Y or N	Date Checked: _____
Utility Services marked?	Y or N	Date Checked: _____

Building Inspector: _____

SITE-PLAN



Section 90.208: Fences and walls.

1. A fence, up to six (6) feet in height, may be built on the property line of adjoining property owners provided that all support structures for said fence face the builder's property, and the fence shall be attractive, sturdy, safe, uniform and of even dimension.
2. A fence or wall may be constructed to a maximum height of six (6) feet above the average grade without a permit being required. If a fence or wall exceeds six (6) feet in height, a building permit for a fence shall be obtained from the administrative official. A building permit for a fence shall also be required for the replacement or reconstruction of fifty percent (50%) or more of the linear length of the entire existing fence that exceeds six (6) feet in height.
3. Fencing, when permitted in the front yard, must not exceed (30") thirty inches in height measured from the grade of the street level and shall be open in at least thirty percent (30%) along the total vertical surface plane as measured in linear feet along its entire perimeter.
4. No fence shall be located within the sight distance triangle as defined in Section 90.015.
5. A retaining wall may be permitted where it is reasonably necessary due to the changes in slope on the site, where the wall is located at least two (2) feet from any street right-of-way, and where the wall does not extend more than six (6) inches above the ground level of the land being retained.
6. When retaining walls are tiered, the minimum horizontal distance between retaining walls (closest edge to closest edge) shall be four (4) feet.
7. No fence, wall or other obstruction shall be erected within any public right-of-way, except by written permission of the City Council.
8. No fence, wall or other obstruction shall be erected in violation of the Illinois Drainage Code (70 ILCS 605/1-1 et seq.).
9. In all commercial and industrial districts, a fence or wall may be constructed on any side or rear property line but shall not be located in any required front yard setback or be closer to any public or private street than the required setback for a building.
10. The City takes no responsibility for any damages to fences, structures or buildings constructed over an easement caused during maintenance, repair, replacement or any other activity that is derived from or associated with the intent and purpose of said easement.

Sight distance triangle: The area bounded by the street right-of-way lines of corner lots and a line joining points along said street lines thirty (30) feet from their points of intersection. Nothing shall be erected, placed, planted, or allowed to grow within this triangular area in a manner as to materially impede vision between a height of 2-1/2 feet and 8 feet above the grades of the outside edge of the street surface of the intersecting surfaces. These requirements shall also apply to driveways serving development off collector and arterial roadways. The Director of Public Works may establish different sight triangles based upon standards in the policy manual published by the American Association of State Highway and Transportation Officials (AASHTO).

Figure 1.3 - Sight Distance Triangle

