



# **FENCE/POOL PERMIT INFORMATION**

## **CITY OF CARTERVILLE**

Building and Codes Inspector: 618-713-4130

**MUST OBTAIN A PERMIT FOR ANY NEW CONSTRUCTION:**

FENCE OF ANYTYPE OR SWIMMING POOL.

**CONSTRUCTION MUST NOT START UNTIL A PERMIT HAS BEEN GRANTED.**

**ONLY THE OWNER/AGENT OF THE PROPERTY MAY SIGN THE PERMIT APPLICATION:**

FENCES, CORNERS, AND PERIMETER/ POOLS PERIMETER.

**OWNER/CONTRACTOR MUST STAKE OUT THE PROPOSED PROJECT PRIOR TO SUBMITTING PERMIT APPLICATION.**

**CITY OF CARTERVILLE REQUIRES FOUR (4) STEPS/INSPECTIONS DURING THE COURSE OF CONSTRUCTION. THE OWNER/AGENT/CONTRACTOR IS RESPONSIBLE FOR NOTIFYING THE BUILDING CODES OFFICE AS TO WHEN THE INSPECTIONS ARE APPLICABLE.**

1. SITE INSPECTION: INSPECTION OF SETBACKS, AND REVIEW OF PLANS AND OTHER LOT REQUIREMENTS.
2. JULIE LOCATE.
3. POOL PRE-FILL INSPECTIONS & NO MORE THAN 2' OF WATER BEFORE INSPECTION.
4. FINAL: FINAL INSPECTION.

**OWNER/CONTRACTOR MUST SUBMIT PLANS WITH THE APPLICATION** RESIDENTIAL, PLANS CAN BE DRAWN ON THE REVERSE SIDE OF THE APPLICATION.

**ELECTRICIAN FOR POOL INSTALLATION MUST BE A COMPETENT PERSON AND MUST SHOW AT LEAST 50% OF ANNUAL INCOME IS FROM ELECTRICAL WORK**

PENALTIES: THE PROPERTY OWNER, UPON BEING NOTIFIED BY THE CITY THAT THEIR POOL IS IN VIOLATION OF THIS ORDINANCE, SHALL TAKE THE NECESSARY STEPS TO CORRECT SAID VIOLATION WITHIN THIRTY (30) DAYS OF NOTIFICATION OF SAME. IF THE PROPERTY OWNER DOES NOT REMEDY THIS SITUATION BY CONFORMING THE POOL OR SURROUNDING FENCE TO THE SPECIFICATIONS IN THIS ORDINANCE, AS DESCRIBED ABOVE WITHIN THE THIRTY (30) DAY TIME FRAME, THEN SAID PROPERTY OWNER SHALL BE FINED.

**THIS SHEET IS TO BE RETAINED BY THE APPLICANT**

City of Carterville  
Building Inspector's Office  
103 S. Division Street  
Carterville, IL 62918  
Phone: (618) 985-2252  
FAX: (618) 985-9282

Permit # _____
Date Rec'd _____
Zone _____
Fee _____
<b>FOR OFFICE USE ONLY</b>

## FENCE/POOL PERMIT APPLICATION

ADDRESS OF PROPOSED CONSTRUCTION: \_\_\_\_\_

ESTIMATED COST OF CONSTRUCTION: \_\_\_\_\_

OWNER: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PHONE NUMBER (S): \_\_\_\_\_

GENERAL CONTRACTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE NUMBER (S): \_\_\_\_\_

LICENSE PLUMBER: \_\_\_\_\_

ELECTRICIAN: \_\_\_\_\_

JULIE DIG #: \_\_\_\_\_

**CIRCLE AT LEAST ONE:**

**FENCE:** CHAIN LINK    WIRE    WOOD PICKET    WOOD SOLID    STONE  
ALUMINUM    WROUGHT IRON    VINYL    OTHER \_\_\_\_\_

**POOL:** CONCRETE    VINYL LINER    FIBERGLASS    ABOVE GROUND    IN-GROUND  
OTHER \_\_\_\_\_

**DESCRIBE (i.e.: type of construction, height of fence, number of gates, etc.)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TURN OVER TO BACK AND DRAW A ROUGH SKETCH THAT INCLUDES THE DIMENSIONS OF THE PROPERTY, THE FENCE/POOL AND THE FENCE/POOL SETBACKS.**

PLANS AND SPECIFICATIONS MUST BE SUBMITTED TO THE BUILDING INSPECTOR'S OFFICE, WHICH SHOW LOCATION AND FEATURES OF THE FENCE/POOL.

I HEREBY CERTIFY THAT THE OWNER OF RECORD AUTHORIZES THE PROPOSED WORK AND/OR THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE APPLICATION AS HIS AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS AND ORDINANCES OF THE CITY OF CARTERVILLE.

\_\_\_\_\_  
SIGNATURE OF OWNER/AGENT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME OF OWNER/AGENT