



### Fence Permit Application

**Owner/Applicant Information:**

Name of Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contractor ( ) or Owner ( ) Installed.

Name of Applicant/Contractor (If not Owner): \_\_\_\_\_  
Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

**SUBMITTALS:**

Site Plan/Sketch - Applicant must prepare a sketch showing property lines, any easement lines, building location(s), dimensions, fence locations, fence height, materials, and other pertinent details.

Type of Material: \_\_\_\_\_ Height: \_\_\_\_\_ Estimated Cost: \_\_\_\_\_

**Owner's Certification:**

I, \_\_\_\_\_, do hereby request permission and authority to place a fence on my property in accordance with the information provided on this application and the accompanying sketch. I understand that if the proposed fence does not share a fence wall, thereby sharing the lot line with an adjoining property owner, then the proposed fence should be located adequate distance from the lot line to allow proper maintenance of the fence and avoid trespassing on neighboring property. I also understand that by signing below I acknowledge that any public utility has the right to use public easement for purposes of inspection, repairs, etc. Objects/improvements will not be placed on any easement. This is a fence permit only, grade changes, trees, and other improvements are not allowed by virtue of this permit.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Code Compliance:**

- Compliance with city codes and building codes (ICC) are required. (See Attachment)
- UNDERGROUND UTILITY LOCATES ARE REQUIRED - CALL J.U.L.I.E. at (800) 892-0123 BEFORE YOU DIG. (48-HOUR NOTICE REQUIRED.)

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**City Official Section:**

Permit Fee Calculations: (\$7.50 per \$1,000 in construction costs, Minimum \$7.50/Maximum \$1,000)

Fee: \$ \_\_\_\_\_ Permit Number: \_\_\_\_\_

**Post installation Inspection:** The undersigned has inspected the construction and installation set forth above and finds that the same IS / IS NOT in accordance with the permit.

Code Enforcement Official Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Attachment 1.  
Fence Code Excerpts*

**34-3-6 FENCES, WALLS, AND HEDGES.** Fences, walls, or hedges used for any purposes shall in all districts conform to the following:

- (A) **Easements and Rights-of-Way.** *Fences, walls and hedges shall not be constructed on or over any dedicated public drainage or public rights-of-way. Construction may be allowed in Utility easements; however, owners are responsible to replace or remove, at their cost, fences, walls and hedges that might be removed or damaged during Utility repairs/ improvements by the City or other approved entities.*

*The City will attempt to notify owners in advance about required removals but reserves the right to remove a fence, wall, or hedge in an easement without advance notice, as emergency or other scheduling considerations warrant. Trees are prohibited in all easements and all public rights-of-way.*

(Sec. 3.6.1)

- (B) **Front Yard.** Fences not exceeding forty-eight (48) inches in height may be erected in the front yard of any lot. (Sec. 3.6.2)

- (C) **Side Yard.** Fences not exceeding six (6) feet in height may be erected in the side yard of any lot provided they do not extend beyond the front setback line.

(Sec. 3.6.3)

- (D) **Rear Yard.** Fences not exceeding six (6) feet in height may be erected in the rear yard of any lot. (Sec. 3.6.4)

- (E) **Prohibited Materials.** No barbed wire, electrical elements, or other hazardous materials shall be maintained as a fence or part of a fence or wall in a residential district.

(Sec. 3.6.5)

- (F) **Placement of Fences.**

(1) Fences may be erected along lot lines.

(2) All structural or supporting members of any fence must be constructed to be within or toward the area to be enclosed.

**34-3-8 REQUIRED CORNER Visibilities.** On every corner lot, the triangle formed by the street lines of such lot and a line drawn between points on such street lines which are thirty (30) feet from the intersection thereof shall be clear of any structure or planting of such nature and dimension as to obstruct lateral vision; provided that this requirement shall generally not apply to the trunk of a tree (but not branches or foliage) or a post, column or similar structure which is not greater than one (1) foot in cross section or diameter. Lateral vision shall be maintained between a height of thirty (30) inches and ten (10) feet above the average elevation of the existing surface of both streets measured along centerlines adjacent to the visibility triangle. (Sec. 3.8)