

## FENCES

- NOTE: The height of a fence is measured from grade to the highest point of the fence.
- Building Permits are required for all fences that will measure higher than 7'. A residential fence that is 7' or less above grade does not require a building permit, **but check with your municipality to determine whether your fence requires a zoning permit.**
- Check with the building inspections office if your fence is on a commercial property.
- If your fence requires a **BUILDING** permit:
  - Submit a completed building permit application.
  - Submit the attached SUPPLEMENTAL WORKSHEET FOR FENCE PERMITS. The drawing should identify property lines, structures on the property, where the fence will be located, street names, and any other permanent objects/structures on the property. Be sure to include measurements from the property lines to the proposed fence. Check with your municipality to see what the setback requirements are.
  - Submit two sets of structural plans which identify what materials will be used, height of the fence, footing depths and distances between posts, and fastening materials. Engineering may be required in some instances (for example, when fences are constructed with solid materials like concrete or brick).
  - **At the appropriate times, call for the required inspections** (check your permit card for the required inspections for your particular project):
    - ✓ **Footings:** After postholes are dug, but PRIOR TO POURING CONCRETE and installing fence posts.
    - ✓ **Final:** After fence installation is complete. At the time of the inspection, the property line markers must be noticeable. In the event that the property lines are not identified and the fence is not obviously on the proper property and clearly meeting municipal setbacks, a certified survey may be required.
- If your fence requires a **ZONING** permit only, submit:
  - A completed building permit application form.
  - The attached SUPPLEMENTAL WORKSHEET FOR FENCE PERMITS. The drawing should identify property lines, structures on the property, where the fence will be located, street names, and any other permanent objects/structures on the property. Be sure and include measurements from the property lines to the proposed fence. Check with your municipality to see what the setback requirements are.
  - **After the fence is installed, call the inspector (it may be the building inspections office or a municipality staff person) to schedule an inspection.** At the time of the inspection, the property markers must be noticeable. In the event that the property lines are not identified and the fence is not obviously on the proper property and clearly meeting municipal setbacks, a certified survey may be required.

**PERMIT CARD AND APPROVED PLANS (throughout the project) shall be:**

**POSTED** prior to start of work - **VISIBLE** from street or driveway - **ACCESSIBLE** to the inspector

### INSPECTION REQUIREMENTS:

- **MUST** schedule during office hours **AT LEAST** one business day prior to required inspection. A re-inspection fee may be charged for failure to cancel an inspection for which you are not ready, or for failure to pass an inspection.
- Office Hours: Monday - Friday • 8:00 a.m. - 4:30 p.m.
- Phone: (952) 442-7520 or (888) 446-1801

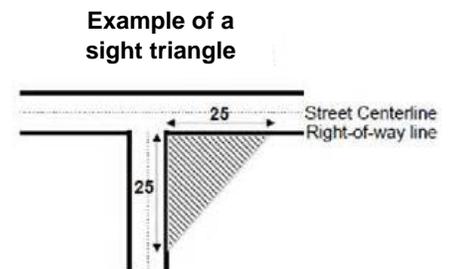
**Warning: The inspector may issue an order to remove materials to verify compliance with the MN State Building Code and manufacturer's installation requirements.**

If a re-inspection is required, a re-inspection fee will apply. The permit holder (the signing applicant) or the permit holder's representative must meet the inspector at the site to provide access. The re-inspection will not be conducted if the re-inspection fee is not paid.

**Note:** For specific code requirements, please contact the Building Inspection Department at 952-442-7520 or 888-446-1801 or e-mail: [info@mnspect.com](mailto:info@mnspect.com).

## PROJECT CHECKLIST:

- Before you plan your fence, check required setbacks established by your municipality.
- BEFORE DIGGING, CALL "GOPHER STATE ONE CALL" AT 811. The person doing the excavation is responsible for verifying that there are no conflicts with utilities, both public and private, prior to installation of fencing.
- Check with your local municipality to determine if Certificate of Surveys or new/updated registered land surveys are required.
- Fences must be located entirely on your private property. It is the responsibility of the property owner to verify the exact location of the property lines before installing a fence.
- All fences must be constructed to allow utility company personnel access to utility meters on the property.
- Fences shall not be located or constructed in a manner that would block or alter drainage patterns or restrict access to easements.
- Where sidewalks or trails exist or are planned for the future, a 3' setback from right-of-way line along arterial or collector streets is required.
- Fences shall not obstruct traffic view or shall not be placed in the minimum sight triangle. The triangle area is calculated by measuring a given distance of along each street edge and connecting a straight line to join. That distance is defined in the municipality zoning code (frequently 25-50').
- Fences must be constructed in a professional, workmanlike manner of materials that are designed for permanent outdoor fences. Acceptable materials include:
  - Decay-resistant stockade or board on board wood;
  - Brick or fieldstone;
  - Wrought iron;
  - Vinyl;
  - Chain link with a minimum 9 gauge thickness and a top rail



Materials such as chicken wire, barbed or electric wire, rope, cable, timbers, pallets, or other materials intended for other purposes are not allowed. All fencing and posts must be constructed so that the finished or decorative side faces outside towards the adjacent property.

- Property owners should be aware of restrictive covenants that are enforced privately in their neighborhood that may be more restrictive than the municipality's regulations. Please contact your homeowner's association, or contact your municipality to see if restrictive covenants are recorded against your property.
- All fences must be maintained on both sides and remain in a condition of good repair. Materials used to repair and maintain fences must be consistent with the existing materials and color. The property owner is also responsible for maintaining the area between the property line and the fence.

## SUPPLEMENTAL WORKSHEET FOR FENCE PERMITS

(MUST be included when applying for permit)

FENCE TYPE (CHECK ALL THAT APPLY)		
<i>Land Use</i>	<i>Fence Type</i>	<i>Fence Material</i>
<input type="checkbox"/> Residential	<input type="checkbox"/> Split-Rail (Vinyl)(Wood)	<input type="checkbox"/> Metal (Aluminum, Iron, Steel)
<input type="checkbox"/> Residential – Multi-Family	<input type="checkbox"/> Chain-Link (Vinyl)(Galvanized)	<input type="checkbox"/> Wood (Moisture Rot Resistant)
<input type="checkbox"/> Commercial	<input type="checkbox"/> Decorative / Ornamental	<input type="checkbox"/> Wood (Composite)
<input type="checkbox"/> Industrial	<input type="checkbox"/> Privacy / Screening	<input type="checkbox"/> Vinyl/Plastic
<input type="checkbox"/> Public/Institution	<input type="checkbox"/> Wire: # _____ (Gauge)	<input type="checkbox"/> Masonry
<input type="checkbox"/> Agriculture	<input type="checkbox"/> Security (Barbed Wire)(Other)	<input type="checkbox"/> Other

New       Replacement

Fence Height \_\_\_\_\_ (ft.) (OVER 7' REQUIRES BUILDING PERMIT)

Linear Footage \_\_\_\_\_ (ft.)

**DETAILED DRAWING OF PROPERTY AND PROPOSED FENCE LOCATION  
(A SEPARATE SHEET CAN BE USED IF MORE SPACE IS REQUIRED):**

MN SUPPLEMENTAL