



APPLICATION FOR FENCE PERMIT

PRINT all information on this application.

PERMIT NUMBER: _____

Name: _____ Phone: Day: (____) ____ - ____ Night: (____) ____ - ____

Address: _____ City: _____ State: _____ Zip: _____

E-mail address: _____

Location of Property:

Site Address/House No. : _____

Legal Description of Property: _____

Size of Lot or Parcel: _____ Current Zoning: _____ **Est. Cost of Project: \$** _____

Type of Construction: (✓ Check all that apply.)

Wood:

☐

Chain Link:

☐

Split Rail (Front Yard):

☐

Decorative (Front Yard):

☐

Other

6' or Under:

☐

6' 1" or Over:

☐

(A Separate Building Permit is Needed)

Linear Footage _____

____ North ____ South ____ East ____ West

(Describe): _____

Footage: _____

Contractor: _____ Phone: _____ License # _____

Anticipated Starting Date: ____/____/____

Estimated Completion Date: ____/____/____

A sketch drawn to scale **must** be attached showing; **A.** Lot lines and corner pins; **B.** Dimensions of existing buildings and proposed new fence; **C.** Distances from lot lines and buildings. **D.** All Easements (Utility and drainage) **E.** Utility lines entering the property. **Corner** pins must be established and marked by the owner and visible for inspection. **Two copies** of construction plans must also be submitted.

Property Line Setbacks:

Front Setback: _____ ft.

Rear Setback: _____ ft.

Looking at the Property from the street:

Left Sideline: _____ ft.

Right Sideline: _____ ft.

Live on a Corner Lot? _____

Work in Right of Way? _____

I hereby declare that I am the owner, or authorized agent of the owner, of the above described property and I agree to construct the fence or use herein described in accordance with the regulations and ordinances that govern said improvement within the City of Centerville and that the foregoing information contained on this application is a true and correct statement of my intentions. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating fences or construction thereof. **I understand that any utility that must be moved as a result of additions or alterations to the property will be at my expense and I will be responsible for the cost of the plan check of this application even though I do not continue the project. I also understand that the City of Centerville is not verifying my property lines, they are only visually inspecting that I have obtained a certificate of survey or have exposed the existing monuments. I agree to be held entirely responsible for the placement of the fence and if in the future it is determined to be in a drainage/utility easement it will be removed at my expense and if in the future it is determined to be on the property line or neighbors property, without proper abutting neighbor approval filed with the City of Centerville it will also be removed at my expense. Fences shall not impede water drainage/flowage.**

Signature of Applicant: _____

Date: ____/____/____

***** (The following to be completed by the City) *****

Fence Permit Approved By: _____

Date: ____/____/____

Fence Permit Denied For: _____

Date: ____/____/____

Attached Letters From Abutting
Property Owners on File with City:

Date: ____/____/____

Date: ____/____/____

Date: ____/____/____

TOTAL FEES DUE: \$65.00 _____



FENCES

The purpose of City Code Section 156.111 is to promote a pleasant physical environment and to protect the public and private property within the City by regulating the location, height, type of construction and maintenance of all fences.

YOU MUST HAVE YOUR PROPERTY STAKES LOCATED AND EXPOSED BEFORE A PERMIT WILL BE ISSUED

Tips for locating iron monument stakes that mark your property line(s).

1. Obtain a Certificate of Survey of your property. The City may have a copy on file or you may need to hire a surveyor. A copy must be provided with a completed Fence Permit Application.
2. Borrow or rent a metal detector to assist you in locating the buried stakes.

**PLEASE REMEMBER TO CALL GOPHER STATE ONE CALL
AT (651) 454-0002 PRIOR TO DIGGING.**

Permit Required

No fence shall be erected or substantially altered without obtaining a permit. The permit fee is determined by Fee Schedule Resolution on an annual basis by City Council.

Location of Fences

Fences, when constructed to enclose any lot or tract of land, shall be located in such a way that the entire fence shall be on the property of the owner. All fences shall be constructed so that the side containing the framing supports and cross pieces face the interior of the fence owner's lot. Posts and framework shall be placed within the property lines of the owner. If the adjoining property owner agrees, in writing that said fence may be erected on the property line of the respective properties. Such agreement(s) shall be submitted at the time of the fence permit application.

No fences shall be allowed or constructed on street right-of-ways. Fencing material, wire, lumber, pickets, etc., shall not interfere in any way with existing underground or over ground utilities. The City or any utility company having authority to use such easements, shall not be liable for repair or replacement of such fencing material as wire, lumber, pickets, etc., in the event they are moved, damaged or destroyed by virtue of the lawful use of said easement. Fences shall not impede water drainage/flowage.

Fences will not be allowed to restrict access to the City utility meter reading device (touch pad). Fences should be located back of the meters or property owner may relocate the device to permit access by City Staff.

Height Regulations

No fence other than a decorative fence may be constructed along the side lot lines of a residential lot between the street and the front extension of the dwelling house. As used herein, the term “decorative fence” means a wood vertical post and wood horizontal rail fence with no more than three (3) rails or a wood picket type fence with at least two (2) inches of open space between each picket.

No residential fence may exceed six (6) feet in height. No decorative fence in the front yard may exceed thirty-six (36) inches in height. Fencing in Commercial/Industrial zoning districts shall not exceed eight (8) feet in height.

Construction and Maintenance

All fences shall be constructed and maintained in a substantial, workmanlike manner and of material reasonably suited for the purpose for which the fence is proposed to be used.

Electric and Barbed Wire Fencing

Electric fences, hog wire fencing, barbed wire fencing, and similar fencing will not be allowed except in the R-1 District.

Swimming Pool Fencing

No private swimming pool with a water depth exceeding twenty-four (24) inches may be allowed unless enclosed by a permanent wall or fence not less than four (4) feet in height with self-closing door and self-closing latch.

Temporary Fencing

Snow-Stop fencing may be used from November 1 to April 1. No permit shall be required for temporary fencing.

Any fence which does not comply with the provisions of City Code Section 156.111 or which endangers the public safety, health or welfare shall be considered a public nuisance.

§ 156.111 FENCES.

(A) General regulations.

(1) All fences shall be located a minimum of two feet from any property line of the fence owner unless the owner of the adjoining property agrees, in writing, that the fence may be erected on the property line of the respective properties. This agreement shall be submitted at the time of building permit application.

- (a) Fences shall be located a minimum of two feet from a property line adjoining a street right of way and may not be located in any drainage or utility easement except where permission has been granted by the City through an encroachment agreement.
- (b) No fence other than a decorative fence may be constructed in a front yard. As used herein, the term DECORATIVE FENCE means a wrought iron fence, wood or vinyl vertical post and wood horizontal rail fence with no more than three rails or a wood or vinyl picket type fence with at least two inches of open space between each picket. All decorative fences shall have at least 40% of the surface area of the fence open.

(2) No residential fence may exceed six feet in height and no decorative fence in the front yard may exceed 36 inches in height.

- (a) Where a corner lot abuts an adjacent property's front yard, the fence shall be set back a minimum of 10 feet from the adjoining property line, unless the fence is a decorative fence not exceeding three feet in height.
- (b) Residential corner lots shall only have one front yard for the purpose of fences and that shall be the side that has the front entrance to the home.
- (c) In no event shall any fence be closer than fifteen feet to a curb or street pavement.

(3) All fences shall be constructed and maintained in a substantial, workmanlike manner and of material reasonably suited for the purpose for which the fence is proposed to be used. Every fence shall be constructed so that the side containing the framing supports and cross-pieces face the interior of the fence owner's lot. Any fence which does not comply with the provisions of this section or which endangers the public safety, health or welfare shall be considered a public nuisance.

(B) Snow-stop fencing. Snow-stop fencing may be used from November 1st to April 1st in R-1 Districts. No permit shall be required for snow stop fencing.

(C) Electric and barbed wire fence. Electric fences, hog wire fencing, barbed-wire fencing and similar fencing will not be allowed, except in the R-1 District and then may only be used in conjunct with agricultural activities.

(D) Visual obstructions. No fence may be erected which creates visual obstructions at any intersection, alley, driveway or street for safe vehicular, bicycle or pedestrian movement.

(E) Swimming pool fencing. No permanent private swimming pool with a water depth exceeding 24 inches may be allowed, unless enclosed by a permanent wall or fence not less than four feet in height with self-closing door and self-closing latch. A swimming pool shall be considered permanent if it has a connected water supply, a drain connection or electrical connection where any of these require an electrical, mechanical, plumbing or building permit under the Minnesota Building Code.

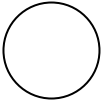
(F) Fencing in commercial/industrial zoning districts shall not exceed eight feet in height. Fences, except decorative fences not exceeding three feet in height, shall not be placed in a front yard of an industrial or commercial lot.

(Ord. 80, passed 5-11-2005)

FENCE APPLICATION SKETCH – CITY OF CENTERVILLE

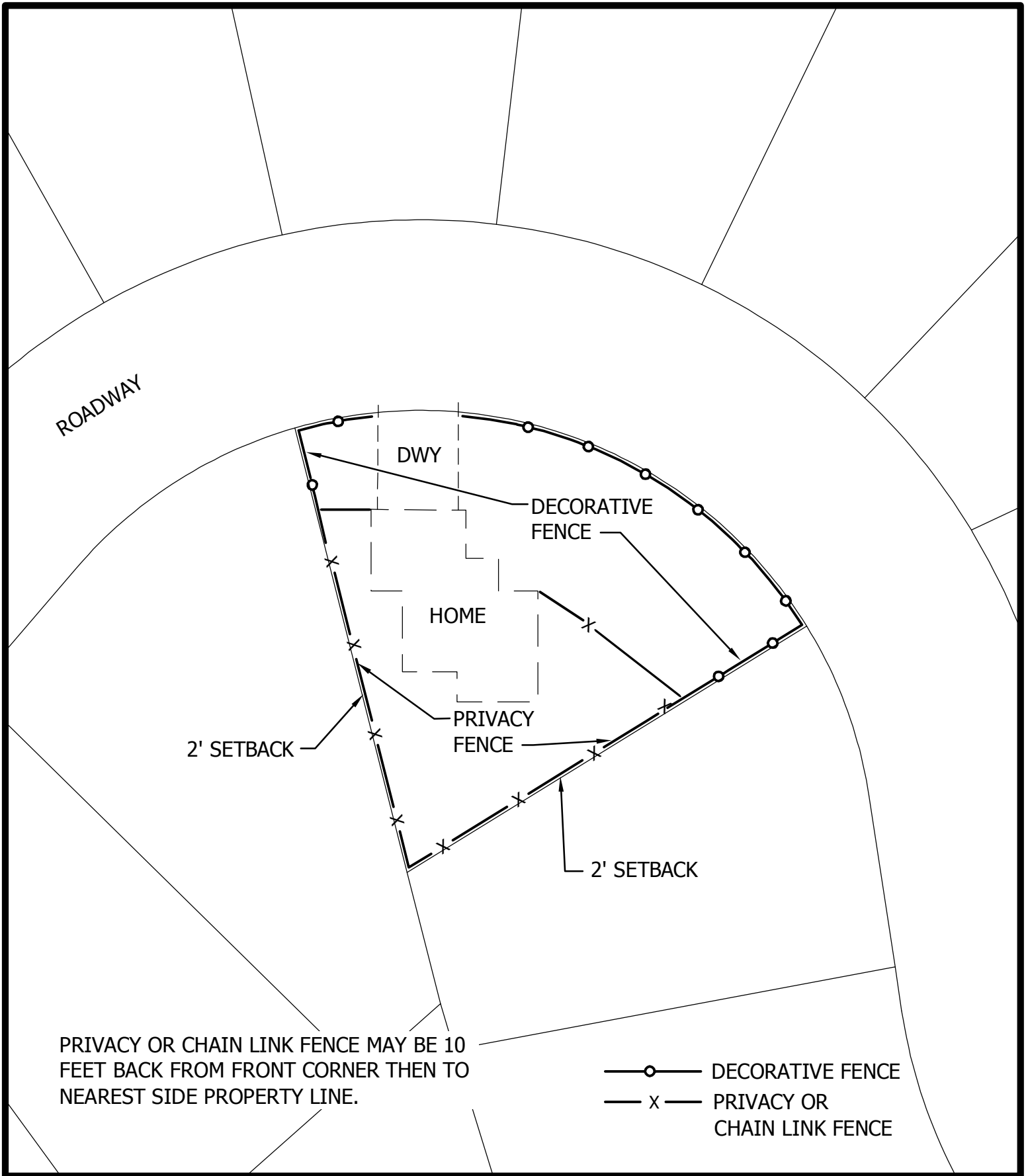
Name _____ Address _____ Date ____/____/____

ALL SKETCHES MUST BE DRAWN TO SCALE and contain the following information: **North** Arrow, all abutting streets and alleys with street names, dimensions of lot or lots, all existing buildings on lots, all existing utility lines and easements, and distances from all property lines.



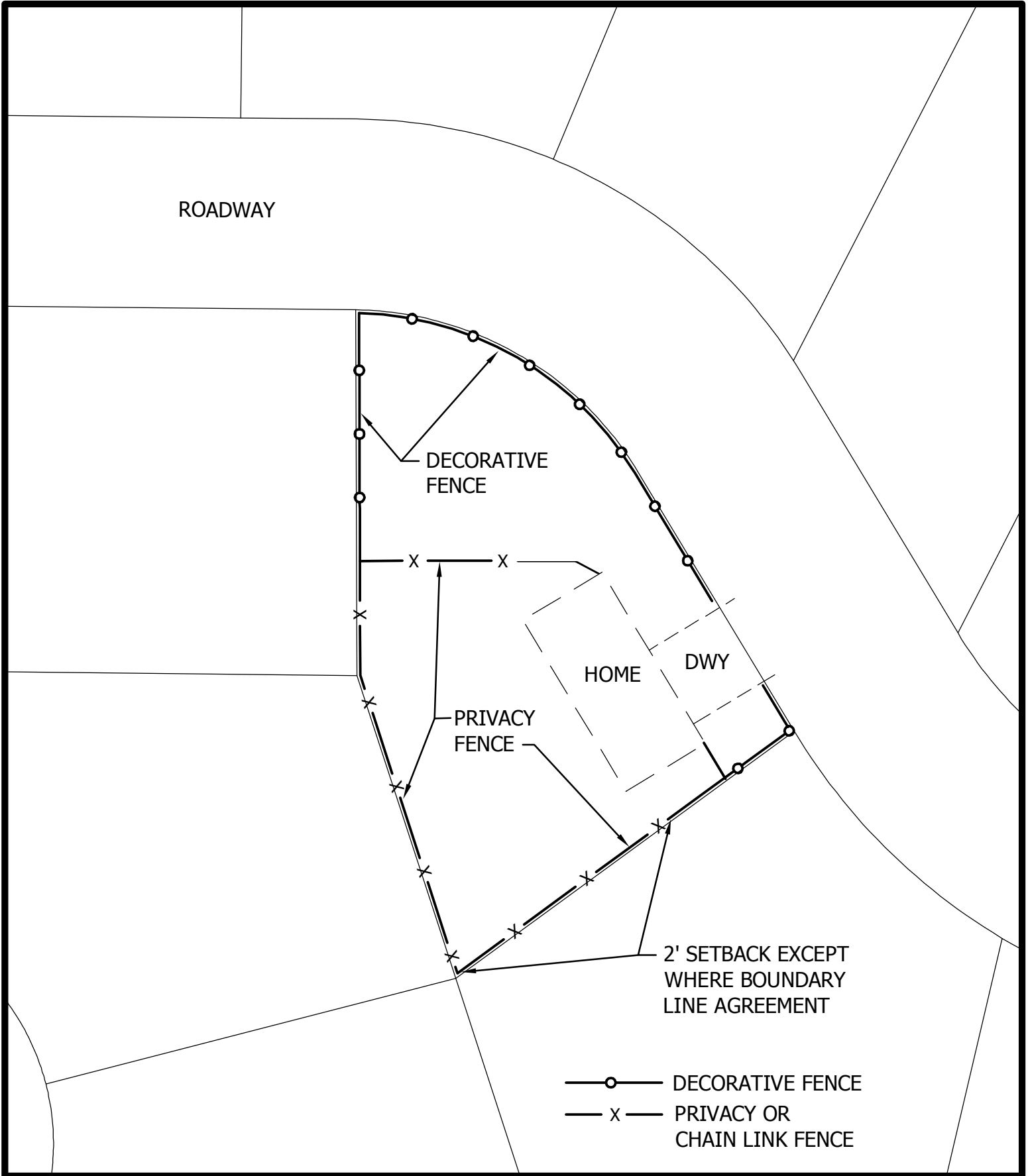
Crosshatch all existing buildings. **Label** property lines.

Indicate North in the Circle



TYPICAL FENCE INSTALLATION - EXAMPLE 1

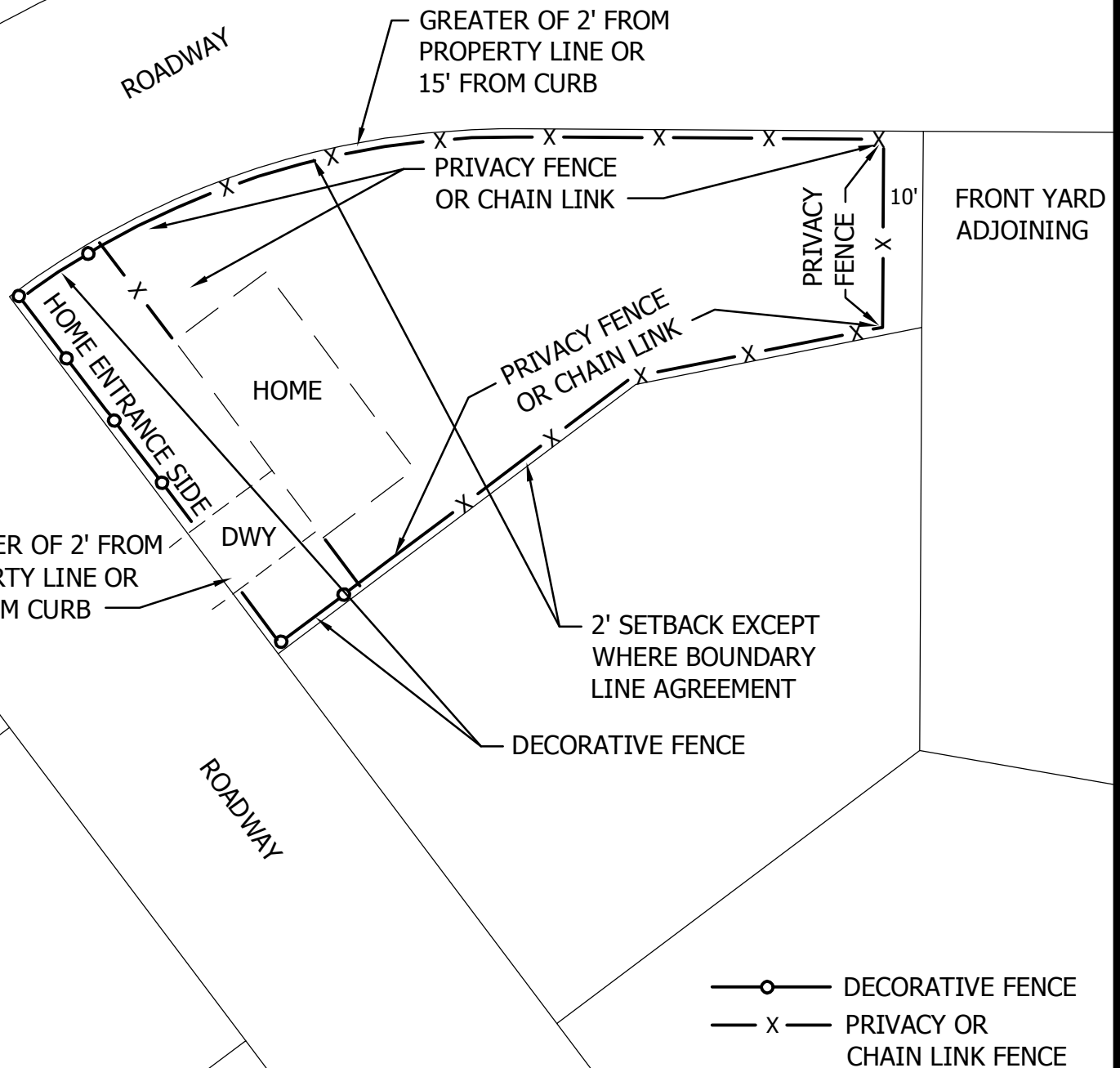
CENTERVILLE, MINNESOTA



TYPICAL FENCE INSTALLATION - EXAMPLE 2

CENTERVILLE, MINNESOTA

NOTE: FENCES MAY NOT BE PLACED IN EASEMENT WITHOUT ENCROACHMENT AGREEMENT.



TYPICAL FENCE INSTALLATION - EXAMPLE 3 (CORNER LOT)

CENTERVILLE, MINNESOTA

ROADWAY

GREATER OF 2' FROM
PROPERTY LINE OR
15' FROM CURB

DWY

DECORATIVE FENCE

HOME

PRIVACY FENCE
OR CHAIN LINK

2' SETBACK EXCEPT
WHERE BOUNDARY
LINE AGREEMENT

FENCE WITHOUT
ENCROACHMENT
AGREEMENT

DRAINAGE EASEMENT

FENCE WITH
ENCROACHMENT
AGREEMENT

NOTE: FENCES MAY NOT BE PLACED
IN EASEMENT WITHOUT
ENCROACHMENT AGREEMENT

—○— DECORATIVE FENCE
—x— PRIVACY OR
CHAIN LINK FENCE

TYPICAL FENCE INSTALLATION - EXAMPLE 4 (INTERIOR LOT)

CENTERVILLE, MINNESOTA

SAMPLE

ENCROACHMENT AGREEMENT

AGREEMENT (“Agreement”) was made this ____ day of _____, 2012 by and between the CITY OF CENTERVILLE, a Minnesota municipal corporation (“City”), and SAMPLE (“Landowner(s”).

RECITALS

A. Landowners own in fee as joint tenants the real property situated in Anoka County, Minnesota, legally described as follows (“Subject Property”):

SAMPLE Lot ____, Block ____
SAMPLE

B. Landowners’ desire to locate a fence partially within the right-of-way/drainage and utility easement(s) in their side & rear yard easement(s). Landowners seek permission from the City to encroach in the City’s right-of-way/drainage and utility easement.

NOW, THEREFORE, IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. The City hereby grants Landowners permission to encroach into the City’s right-of-way/drainage and utility easement in their side & rear yard easement(s) to the extent indicated on the attached EXHIBIT “A”.

2. Nothing in this Agreement shall be deemed an abandonment, vacation or waiver of the City's interest in the right-of-way/drainage and utility easement(s).

3. Landowners, for themselves, their heirs, successors and assigns, hereby agree to defend, indemnify and hold the City harmless from all costs and expenses, claims and liability, including attorney fees, relating to or arising out of the grant to Landowners of permission to encroach into the City's right of way/drainage and utility easement(s). Landowners further agree to indemnify and hold the City harmless from any damage caused to the Subject Property as a result of maintenance of the City's right of way/drainage and utility easement(s), including any damage to the fence caused in whole or part by the encroachment into the City's right of way/drainage and utility easement(s).

4. The City does not warrant title or guarantee the continuing right of Landowners to maintain the fence in the City's right of way/drainage and utility easement(s).

5. Landowners may not replace the fence in the City's right of way/drainage and utility easement(s) if the fence is damaged to more than fifty percent (50%) of its fair market value, as measured immediately prior to the damage.

6. The City may direct removal of the fence, at the Landowners' sole cost and expense, upon thirty (30) days written notice if the City determines that the fence will interfere with said use.

7. This Agreement shall run with the land and shall be recorded against the title to the Subject Property.

CITY OF CENTERVILLE

By: _____
Tom Wilharber, Mayor

By: _____
Teresa Bender, City Clerk

LANDOWNERS

By: _____

By: _____

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument, having been duly adopted and approved by vote of the City Council of Centerville, Minnesota, at a meeting held the ____ day of _____, 2012 was acknowledged before me this ____ day of _____, _____, by Tom Wilharber and Teresa Bender, Mayor and City Clerk, respectively, of the City of Centerville, a Minnesota municipal corporation.

Notary Public

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA

The foregoing instrument was acknowledged before me this ____ day of _____, _____, _____, (*husband and wife, single person or other:* _____).

Notary Public

DRAFTED BY CITY OF CENTERVILLE
1880 Main Street
Centerville, MN 55038