

FENCE PERMIT APPLICATION INSTRUCTIONS

Who can take out a fence permit:

- property owner
- contractor (on properties with 1 or 2 family dwellings, contractor must hold a current Dwelling Contractor Certification)

Complete Wisconsin Uniform Building Permit application.

Permit application to include:

- Owners name, mailing address and telephone number (if tenant applying for permit, letter is needed from property owner allowing project)
- Contractor's name, mailing address, telephone number and certification number
- Current use of property
- Property address
- Estimated cost of project
- Site plan showing:
 - all lot dimensions of the subject property
 - location of structures on property
 - location and distance of proposed fencing from all property lines, streets and alleys
 - height of proposed fencing
 - *NOTE: Zoning regulations should be checked regarding height and setback limitations.*
 - location and distance of proposed fencing to septic system/drain field and well (if applicable)
 - Plans or material list indicating fencing material to be used.
- Permit Fee:
 - RESIDENTIAL
 - Zoning fee: \$25.00
 - COMMERCIAL
 - Zoning fee: \$25.00

Give permit application to Building Inspector for fee determination, permit approval and signature.

—