



FENCE PERMIT-RESIDENTIAL & NONRESIDENTIAL CITY OF WAUPACA

Apply for the Permit

Please plan ahead when applying for your permit. We suggest that you apply for the permit a minimum of 2 weeks prior to your start date.

Make sure all of the required information is included and submit to the Department by email: jarod.rachu@waupacawi.gov

Fee:

Residential: \$50.00

Nonresidential: \$75.00



FENCE PERMIT



Community & Economic Development

Community & Economic Development
111 S. Main Street • Waupaca, WI 54981
jarod.rachu@waupacawi.gov
www.cityofwaupaca.org
715.942.9912

APPLICATION for FENCE PERMIT

Notice: Please complete the Application in full. The City of Waupaca cannot accept an incomplete Application Form or Application Packet lacking all required information.

Contact Information:

Property Owner: _____

Address: _____

Phone: _____ Email: _____

Applicant* (if different from Property Owner): _____

Address: _____

Phone: _____ Email: _____

*IF TENANT IS APPLYING FOR PERMIT, A SIGNATURE IS REQUIRED FROM PROPERTY OWNER ALLOWING PROJECT.

Contractor / Installer: _____

Address: _____

Phone: _____ Email: _____

Type of Land Use (please check):

Single-Family Dwelling: _____ Two-Family Dwelling: _____ Nonresidential: _____

Property Description:

Property Address: _____

The property is currently: Developed _____ Undeveloped _____

Fences:

Type of Fence (check one):

_____ Wood Board

_____ Vinyl

FENCE PERMIT

_____ Galvanized or Vinyl Coated Chain Link

_____ Wrought Iron

_____ Brick

_____ Natural Stone

_____ Masonry

_____ Other: _____

Height of Fence (check all that apply):

Primary Street Yard (associated with mailing address)

Secondary Street Yard (if corner or double-frontage lot)

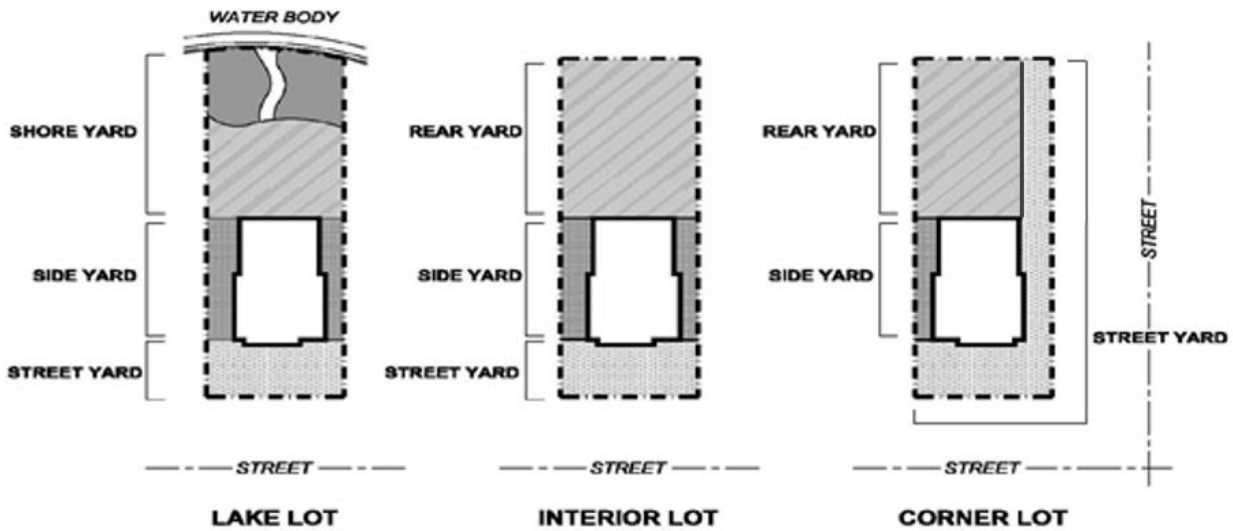
Side Yard

Rear Yard

Shore Yard

Note: See Yard Type Illustration on following page for determination of street, side, rear, and shore yards.

Yard Type Illustration:



Estimated Cost:

Estimated cost of proposed fence, including installation: \$_____

Please label and depict the following on the site plan (can be drawn or printed):

- Street/Alley locations
- Driveway and parking locations
- Locate ALL existing structures (house, garage, shed, deck, pool, etc.)
- Locate all existing fences (if applicable)
- Locate proposed fence with heights and types
- Distance of proposed fence from lot lines and other structures
- Floodplain/Wetland areas (if applicable)
- Locate existing septic tank, drainfield and/or well (if applicable)
- Easements (if applicable) – fences cannot be installed in or across easements (property owner's responsibility to ensure)

Please be aware that restrictive covenants may pose additional regulations.

Please use the space provided for site plan or include as an attachment.



Additional Information:

Additional information, as applicable, shall be included as an attachment to the Application.

Fence orientation. The finished side of the fence shall be erected to face the adjoining property. The side with protruding studs or posts shall face the building of the lot responsible for the erection of the fence.

It is the Owner's responsibility to determine property line location and location of easements and to ensure proposed fence complies in all respects with the requirements of the zoning ordinance. Any issues that arise are the sole responsibility of the property owner.

Additional plans and data may be required when determined by the Zoning Administrator to be necessary in order to complete a thorough and efficient review. Certain submission requirements may be waived when determined by the Zoning Administrator to be superfluous.

Submittal Format:

A digital copy of the Application and associated materials shall be submitted in PDF or compatible format unless otherwise requested by the Zoning Administrator.

Commencement of Construction:

No project shall commence construction prior to the issuance of a Site Plan Permit under Chapter 17: Zoning Regulations, a Building Permit under Chapter 14: Building Code, other applicable City of Waupaca permits, or any required State or Federal approvals.

Substantive Changes:

Any substantive change to the use of this parcel and its structures or the addition of new structures shall require an amendment to the authorized site plan.

Other Permits:

The information, data, and plans required in this Application, and the approval, conditional approval, or denial of said Application, are specific to the Zoning Ordinance. Additional approvals may be required under Chapter 14: Building Code, or by the Department of Public Works and other City Departments under applicable chapters of the City of Waupaca Code of Ordinances.

Signature and Certification:

I certify the information presented on this Application and the drawings, plans, and other materials included therein are, to the best of my knowledge, complete and in accordance with the Zoning Ordinance.

Applicant Signature: _____ Date: _____

Consultant Fees:

The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the review of a proposed site plan. The submittal of this Application shall be construed as an agreement to pay for such professional review services applicable to the proposal. The City may apply the charges for these services to the petitioner. The City may delay acceptance of this Application as complete, or may delay final approval, until the petitioner pays such fees. Review fees which are applied to a petitioner, but which are not paid, may be assigned by the City as a special assessment to the subject property. The Petitioner shall be required to provide the City with an executed copy of a professional services reimbursement form as a prerequisite to the processing of the development application.

OFFICE USE ONLY		
Tax Key No.: _____	Zoning District: _____	Lot Size: _____
Fee: _____	Receipt Number: _____	Date Paid: ____ / ____ / ____
Ruling: Approved: _____ Denied: _____		