

SUBMITTAL REQUIREMENTS

Building Permit. A building permit is required to install a new fence or replace an existing fence. Include with your permit application the following additional information:

- A plot plan showing the location of the fence on the property, including lot lines, setbacks and drainage.
- Type and style of proposed fence (ex: privacy, chain link, vinyl, etc.)
- Estimated cost of construction
- Name of contractor, if applicable. Note: All contractors must be registered with the city.

REVIEW PROCESS

Allow at least three weeks for processing of your application. The Building and Engineering Divisions will review for any easements or impediments to drainage. The applicant will be notified when plan review is complete and the permit is ready for pick up.

SPECIFICATIONS

- All fences must adhere to applicable Ohio building codes and local zoning ordinances (NRCO 1294).
- Any fence is subject to the provisions of Section 1468.03(a) regarding lot line verification. The property owner is the responsible party for any legal verification of fence placement.
- Fence height requirements are as follows:
 - Fences in residential districts may be a maximum of 6 feet in height when placed along any side or rear property line.
 - Fences in residential districts may be a maximum of 4 feet in height and must be at least 50% open when placed in the front yard (between the right-of-way and front line of the building).
 - On corner lots, both street frontages are treated as front yards. Please indicate if corner lot and show street names.
 - Fences in non-residential districts may be a maximum of 8 feet in height.
- Except for a fence that is the same on both sides, fences shall be installed so that no exposed posts or supporting cross-elements face the right-of-way or any lot other than the lot on which the fence is to be constructed.
- All fences must have at least one (1) 4-foot-wide gate within 10 feet of dwelling for emergency service access.
- Any fence proposed in a drainage easement requires approval of the City Engineer.
- If underground utilities are present, call 1-800-362-2764 before you dig.

FEES AND INSPECTIONS

- See fees listed on Permit Fee Schedule.
- A minimum 24-hour notice is required to schedule inspections.
- Inspections are required for:
 - Post holes (depth of holes a minimum of 36")
 - Final inspection when project is completed

FENCE PLOT PLAN

Draw proposed fence layout here, outlining the general shape of your home and property.

A large grid of blue squares, intended for drawing a fence layout. The grid is composed of 30 columns and 40 rows of squares, providing a space for sketching the property and fence.

Please
provide
dimensions
in feet.

Fence total
length:

**Instructions for
drawing plot
plans:**

- Give a rough outline of your property.
- Sketch in fence, including gate locations.
- Show any easements on your property.
- Shade-in, highlight or otherwise indicate new work.