

RESIDENTIAL FENCES

- This handout is intended only as a guide. It shall not be considered a complete set of requirements.
- Materials and installation must comply with the current Minnesota State Building Code and the manufacturers' installation specifications for each product.
- **Fence height** is measured from the ground to the highest point of the fence.
- Building Permits are required for all fences measuring taller than 7 feet. A residential fence 7 feet or less does not require a building permit but **check with your municipality to determine whether your fence requires a zoning permit.**
- This handout is intended for residential fences only. Check with the building inspections office if your fence is on commercial property.

BUILDING Permit Submittal (if required) shall include:

- Permit Application**, completed in its entirety, including signature and valuation.
- SUPPLEMENTAL WORKSHEET FOR FENCE** (included in handout). The drawing should identify:
 - Property lines
 - Location of existing structures on the property
 - Fence location and dimensions
 - Adjacent street and alley names
 - Measurements from the property lines to the proposed fence. Check with your municipality to determine setback requirements of your specific property
- One set of plans** identifying:
 - Fence materials, including fasteners, connectors, and lumber type/material size.
 - Fence height
 - Footing depths
 - Post spacing
- Engineering may be required for fences constructed with materials such as concrete or brick.
- Additional information may be required by the plan reviewer.

ZONING Permit submittal (if required) shall include:

- Permit Application**, completed in its entirety, including signature and valuation.
- SUPPLEMENTAL WORKSHEET FOR FENCE PERMITS** (see pg. 3). The drawing should identify:
 - Property lines
 - Location of existing structures on the property
 - Fence location and dimensions
 - Adjacent street and alley names
 - Measurements from the property lines to the proposed fence. Check with your municipality to determine setback requirements of your specific property

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:

Inspections **MUST** be scheduled during office hours **AT LEAST** one business day prior to inspection. If a specific date and time is required, additional notice may be needed. Failure to cancel a scheduled inspection may result in a reinspection fee.

- **Office Hours:** Monday - Friday • 8:00 a.m. - 4:30 p.m.
- **Phone:** (952) 442-7520 or (888) 446-1801

Inspections: (Refer to your permit card regarding project-specific inspections)

- **Footings:** After post holes dug, but **PRIOR TO POURING CONCRETE** or installing posts.
- **Final:** After fence installation is complete. The property line markers must be noticeable. In the event that the property lines are not identified, a certified survey may be required.

NOTICE: Construction or work for which a permit is required shall be subject to inspection by the Building Official, and such **construction or work shall remain accessible and exposed for inspection purposes until approved.** It is the responsibility of the permit applicant to be in attendance on site and provide access to the Building Official for all required inspections. If work is concealed and/or work is not complete at time of inspection, an additional inspection is required and a **reinspection fee may apply.**

Note: The State of Minnesota requires all residential building contractors, remodelers, roofers, plumbers, and electricians to obtain a state license, unless they qualify for a specific exemption. Any person claiming an exemption must provide a copy of a Certificate of Exemption from the Department of Labor & Industry to the Municipality before a permit will be issued.

Note: To determine contractor requirements, or to check the licensing status of a contractor, please call the Minnesota Department of Labor & Industry at 651-284-5065 or toll free 1-800-342-5354.

Note: For specific code requirements, contact the Building Inspection Department at 952-442-7520 or 888-446-1801 or e-mail: infoMN@safebuilt.com.

PROJECT CHECKLIST:

The following is a guideline to assist in compliance with the requirements of the MN State Building Code.

- The home address must be visible from the street.
- BEFORE YOU DIG, contact Gopher State One Call to locate buried utilities: (651) 454-0002 or (800) 252-1166. www.gopherstateonecall.org.
- Check with your local municipality to determine if a Certificate of Survey or a new or updated Registered Land Survey is required.
- Contact your Homeowner's Association or your municipality to identify if restrictive covenants are recorded against your property. Restrictive covenants enforced privately may be more restrictive than the municipality's regulations.
- Where sidewalks or trails exist, or are planned for future use, check with your municipality for specific zoning requirements.
- Fences are required to be located entirely on 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 in a manner allowing utility company personnel access to utility meters on the property.
- Fences must be constructed in a professional, workmanlike manner of materials that are designed for permanent outdoor use.
- Both sides of the fence must be maintained and remain in a state of good repair. The property owner is responsible for maintenance between the property line and the fence.

SUPPLEMENTAL WORKSHEET FOR FENCE PERMITS

(This sheet **MUST** be included with your permit submittal)

Fence Information (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.) Linear Footage _____ (ft.)
 Fasteners type and location _____

DETAILED DRAWING OF PROPERTY AND PROPOSED FENCE LOCATION

(A SEPARATE SHEET CAN BE USED IF MORE SPACE IS REQUIRED):

*** Property Lines * Fence Location * Dimensions * Existing structures * Lot Layout * Streets & Alleysways ***