



# FENCE PERMIT APPLICATION

## ADMINISTRATIVE ZONING PERMIT

PERMIT NUMBER \_\_\_\_\_

CITY OF LONSDALE • PO Box 357 • 415 CENTRAL STREET WEST, LONSDALE, MINNESOTA 55046 • PHONE: (507)744-2327 • FAX: (507)744-5554

### FENCE PERMIT REQUIRED

DESCRIPTION	REQUIRED	NOTE
4 – 6 ft. in Height	Yes	Administrative Zoning Permit Required
Over 6 ft. in Height	Yes	Building Permit Required
Under 4 ft. in Height	No	
Fence Maintenance, Upkeep, Repair Work	No	
Underground Electric Pet Fencing	No	
Animal Enclosures up to 150 sq. ft. in Area	No	5 ft. Setback; Screening Required from Neighbors
Patio, Trash, Utility Screen Fencing up to 32 ft. in Length	No	5 ft. Setback
Garden & Landscape Fencing up to 4 ft. in Height	No	5 ft. Setback; Only in Garden & Landscape Areas
Temporary Snow Fencing	No	
Temporary Construction/Safety Fencing	No	
Temporary Soil Erosion Fencing	No	
Temporary Special Event Fencing (Non-Residential)	No	

### PROPERTY / CONTRACTOR INFORMATION (APPLICANT TO COMPLETE)

PROJECT ADDRESS		PARCEL ID	
PROPERTY OWNER		PHONE #	
ADDRESS	CITY	STATE	ZIP
APPLICANT		PHONE #	
ADDRESS	CITY	STATE	ZIP
CONTRACTOR		PHONE #	
ADDRESS	CITY	STATE	ZIP

### FENCE TYPE (CHECK ALL THAT APPLY)

<i>Land Use</i>	<i>Fence Type</i>	<i>Fence Material</i>
<input type="checkbox"/> Residential <input type="checkbox"/> Residential – Multi-Family <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Public / Institution <input type="checkbox"/> Agriculture	<input type="checkbox"/> Split-Rail (Vinyl) (Wood) <input type="checkbox"/> Chain-Link (Vinyl) (Galvanized) <input type="checkbox"/> Decorative / Ornamental <input type="checkbox"/> Privacy / Screening <input type="checkbox"/> Wire: # _____ (Gage) <input type="checkbox"/> Security (Barbed Wire) (Other)	<input type="checkbox"/> Metal (Aluminum, Iron, Steel) <input type="checkbox"/> Wood (Moisture Rot Resistant) <input type="checkbox"/> Wood (Composite) <input type="checkbox"/> Vinyl / Plastic <input type="checkbox"/> Masonry <input type="checkbox"/> Other
<input type="checkbox"/> New <input type="checkbox"/> Replacement	Fence Height _____ (ft.)	Linear Footage _____ (ft.)

### INSPECTIONS REQUIRED

- Two site inspections are required:
- Staking Inspection:** Verification of property lines corners/lines and proposed fence location (before the project begins).
  - Final Inspection:** Final review of project (after the project is complete).

### PROJECT VALUE

ESTIMATED VALUE  
(Materials & Labor)

\$ \_\_\_\_\_



# FENCE PERMIT APPLICATION

## ADMINISTRATIVE ZONING PERMIT

PERMIT NUMBER \_\_\_\_\_

CITY OF LONSDALE • PO BOX 357 • 415 CENTRAL STREET WEST, LONSDALE, MINNESOTA 55046 • PHONE: (507)744-2327 • FAX: (507)744-5554

### SURVEY REQUIRED

All fence permit applications shall include a certificate of survey and/or site map, drawn to scale, showing/labeling the following:

- Property address and/or legal description (if platted).
- Fronting street(s) and street names.
- Property lines and property line dimensions.
- Proposed fence type.
- Proposed location of the fence and distance from property lines.
- Existing objects and structures located near the proposed fence.

If a certificate of survey is not submitted, a licensed surveyor shall officially mark/expose the property corners/boundary lines and provide the City with written verification of that survey. Before a site inspection is conducted by the designated City official, the following items shall be located on-site and clearly marked with paint, flags, stakes, and/or laths: 1) property corners; 2) boundary lines; and 3) proposed fence location.

### ENCROACHMENT INTO EASEMENTS

Private fences may extend into a public easement upon approval from the City. The approval or denial of such easement encroachments shall be solely within the City's discretion.

Any fence permitted to encroach into an easement area, shall be subject to the following conditions:

- The fence shall not adversely affect drainage or create debris buildup.
- The property owner(s) and/or fence permit applicant is responsible for verifying that no conflict exists with utilities prior to installation of the fence.
- The property owner(s) shall keep the fence in good repair and shall comply with all City Ordinances related to fences and general upkeep of property.
- The City or any utility company having authority to use the rights-of-way or easements, shall not be liable for repair or replacement of fences in the event that they are moved, damaged, or destroyed by virtue of the lawful use of the easement. Property owner(s) shall be responsible for any costs associated with the removal of fencing encroaching into the easement area.
- In cases where necessary easement access is more probable, as determined by the City, gates and/or removable fence panels may be required within the easement area. Required gates and fence panels shall be wide enough to provide easy access for authorized personnel and standard drainage and utility maintenance equipment.
- Property owners, their successors, heirs and assigns, hereby agree to indemnify and hold harmless the City from any damage caused to the subject property, including the fence and any removal of fencing on the subject property, caused in whole or in part by the encroachment into the City's easement areas.

### OWNER / APPLICANT ACKNOWLEDGMENT & SIGNATURE

This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work has commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. I agree that all laws and ordinances governing fence construction in Lonsdale will be complied with whether they are specified herein or not. The granting of a permit does not give authority to violate or cancel the provisions of any other state or local law regarding construction or the performance of construction.

SIGNATURE	DATE
-----------	------

### OFFICE USE ONLY

CONTACTS	FEES	RECEIPT
BUILDING OFFICIAL & INSPECTIONS (952) 461-4777 CITY HALL (507) 744-2327	PERMIT FEE \$ _____  PLAN REVIEW & INSPECTIONS \$ _____	<input type="checkbox"/> CHECK <input type="checkbox"/> CASH <input type="checkbox"/> CREDIT CARD  _____ RECEIPT / Ck. No.
<b>APPROVAL</b>		
_____ CITY OFFICIAL – APPROVAL	<b>TOTAL</b> \$ _____	_____ DATE ISSUED
_____ BUILDING INSPECTOR – APPROVAL		