

CITY OF ANDREW
APPLICATION FOR FENCE PERMIT

In accordance with the Andrew City Code of Ordinances, the undersigned hereby applies for a fence permit.

Applicant _____ Date _____

Mailing Address _____ Phone: _____ Email _____

Address where construction is to occur _____

Brief description of work to be done:

Estimated Costs of Project: _____

Beginning Construction Date: _____ Estimated Completion Date: _____

City Utilities Needed: ___ Water ___ Sewer ___ None

Are there Utility Easements on the property? _____ (There is to be no construction on any easement.)

REQUIREMENTS FOR APPLICATION & BUILDING PERMIT:

1. Approval of the City is required before construction has begun.
2. A detailed sketch with narrative **must be included** with this application showing all lot lines, distance from all lot lines, dimensions of proposed fence and any information required in determining location. Be specific and detailed in your sketch and in your narrative statement, so the application furnishes a complete picture, in words and drawing, of what you propose to do and the construction materials to be used.
3. Application and a \$15.00 Permit Fee must be received at the City Hall **2 weeks** prior to the Council Meeting or Special Meeting that it is to be presented at and is good for **one year**. (A \$20.00 Permit Fee is required for applications requesting a variance.)
6. Building material and any debris from construction must be covered or secured to keep from flowing and littering neighboring properties.
7. All work activity allowed under permit shall be completed within one (1) year from issuance date of the permit. If the work is not complete, the applicant must obtain a new permit.
8. All work should be inspected upon completion by a person appointed by the Mayor to assure compliance to said Permit and City Ordinances.

Construction Material:

Fences, wall, and hedges shall be constructed of material commonly used for landscape fencing, such as masonry block, lumber, chain link, PVC/resin, or natural plantings, but shall not include corrugated sheet metal, barbed wire, salvage material or be electrified unless otherwise allowed.

Location Restrictions & Height Restrictions:

1. No fence shall be permitted in any front yard.
2. No continuous planting over three feet in height shall be maintained on any front yard.
3. No fence shall be placed on any lot or tract outside the surveyed lot lines of the property.
4. No fence or continuous planting shall be permitted within thirty feet of any corner lot street line intersection which would impair the sight distance of the operator of a motor vehicle.
5. Fences, walls, or hedges up to 6' high may be erected on those parts of a lot that are as far back or further back from a street than the main building.
6. In the case of retaining walls supporting embankments, the above requirements shall apply only to the part of wall above the ground surface of the retained embankment.
7. If the property line is unknown then the fence must be 32 feet from the center of the street that the fence is parallel to.

Setback from property line:

1. When the property has been confirmed, fences must be set back at least 2 feet from any lot line (with the exception as described in the following paragraph.).
2. Fences may be placed upon the true property line adjoining properties provided a signed document is presented to the City Council at the time of application for a building permit. This document should be an agreement by both adjoining property owners that the fence will be placed on the property line and that there is no objection to the placement thereof and duly recorded at the Courthouse, at the Jackson County Recorder’s Office. Upon sale of the properties involved, it will be the responsibility of the seller to inform the buyer that the fence is upon the property line and was agreed to at the time of the erection. If no agreement can be reached between adjoining property owners, then the fence will be erected no closer than 2 feet from the property line in question.

Other Restrictions:

1. The frame of a fence, including posts and supports, shall be placed on the inside of the fence. Fencing shall be constructed with the finished side facing outward.
2. No fence shall cause an unsafe condition to pedestrian or vehicular traffic, by obscuring the visibility available to vehicles exiting a driveway.
3. No fence shall damage adjacent property by obstructing views, inhibiting solar access, or hindering ventilation.

Other Requirements:

1. Permits are required for all fences proposed for construction.
2. Iowa One Call shall be contacted at least two days prior to any digging or excavation, in order to locate underground utilities.
3. Proof of lot line location shall be provided by the property owner, or his representative, prior to receiving a permit for installing a fence along a lot line.

Permit Required:

It shall be unlawful to erect, construct, reconstruct, alter or move any fence, except by obtaining a permit from the City Council, issued at a regular or special meeting two weeks (2) after complete plans and specifications have been filed in the office of the City Clerk-Treasurer. All work activity allowed under permit shall be completed within one (1) year following issuance of the permit. If the work is not complete, the applicant must obtain a new permit from the City Council.

Application for Permit

Any person desiring to secure a permit shall make and file with the City Clerk an application (form provided by the City) in writing at least 2 weeks prior to the monthly or special Council meeting, with all information required completed. Said application shall be signed by the applicant and submitted with a fee of fifteen dollars (\$15.00).

Non-Conforming Fences:

The lawful use of a fence existing at the effective date of this ordinance may be continued, although such fence does not conform to the provisions set forth in this ordinance. Any extension or alteration of an existing non-conforming fence must meet the provision of this ordinance, as for new fences.

By signing this application, I certify that all work done under the permit granted shall be in strict conformance with the Municipal Code of the City of Andrew, that NO work shall begin until a permit has been issued and that I understand that any violation of the code constitutes a misdemeanor, liable to punishment as set forth in City Code.

Signature of Property Owner as Applicant

Print Name

FOR CITY USE:

PERMIT # _____

Permit Fee Recd \$ _____ on ____/____/____

PERMIT ____ Approved ____ Denied Reason for Denial: _____
