



City of Richmond

Michigan

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36725 Division Road
P.O. Box 457
Richmond MI 48062

(586) 727-7571 ext. 202
(586) 727-2489 – fax

FENCE PERMIT APPLICATION

Property Address: _____

Parcel Number: _____

Oct. 2015

**APPLICATION FOR FENCE
CITY OF RICHMOND**

INSTRUCTIONS: Print or type requested information. Incomplete applications may delay processing of your request. Two (2) copies of the site plan and drawings are required with this application.

APPLICATION MAY REQUIRE 7 TO 10 DAYS FOR REVIEW. You will be contacted when the permit is ready to be paid for and picked up.

Please be advised that two-family, multiple family, commercial and industrial requests may have to be reviewed and approved by the Planning Commission.

NO WORK MAY TAKE PLACE UNTIL THE PERMIT HAS BEEN PAID FOR AND POSTED ON THE JOB SITE.

Work being done in the street right-of-way for driveway approaches and sidewalks require a permit from the Department of Public Works. The paperwork is available at City Hall for no fee.

The Building Inspector is part-time. Please check the schedule given to you showing the days and times the inspector is available for inspection.

	APPLICATION INFORMATION
Applicant's Name	
Applicant's Address	
Applicant's Telephone (day)	
Contractor/Builder name	
Contractor/Building address	
Contractor/Builder Telephone	
Contractor/Builder FAX number	
Builder's License Number	
Project architect/engineer	
Address of architect/engineer	
Telephone of architect/engineer	

	PROPERTY/PROJECT INFORMATION
Address of subject property	
Parcel identification number	
Construction start date	
Cost of Improvement	
Current zoning	

	PROPERTY/PROJECT INFORMATION
Current use	
Name and address of owner of subject property (if different than applicant). <i>If there are multiple owners, list names and address of each and indicate ownership interest. Attach additional sheets if necessary.</i>	

APPLICANT CERTIFICATION	
<p>By signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City to enter the property associated with this application for purposes of conducting necessary site inspections.</p> <p>Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.</p>	
By: _____ (Signature of Owner/Applicant)	By: _____ (Signature of Contractor/Builder)
Name: _____ (Type/print)	Name: _____ (Type/print)
Date: _____	Date: _____

CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION	
Date application received:	
Staff review date:	Building Official review date:
Staff reviewer name:	Building Official name:
Date plans approved for zoning:	Date plans approved by Bldg Official:
Special Conditions:	Special Conditions:

APPLICANT SITE PLAN CHECKLIST
Section 1418
City of Richmond
FENCE

_____ **APPLICANT**
 _____ **ADDRESS**

#	✓	SITE PLAN ITEM
1		Date
2		North arrow
3		Property address
4		Name of person/company preparing plan (if applicable)
5		Address of person/company preparing plan (if applicable)
6		Telephone number of person/company preparing plan (if applicable)
7		Imprint of professional seal (if applicable)
8		Existing lot lines with bearings and dimensions
9		Existing setbacks of buildings from lot lines
10		Label all streets
11		Location, use, and size of existing and proposed easements (if applicable)
12		Location and dimensions of existing and proposed fences and gates (if applicable)
13		Location and dimensions of existing and proposed accessory buildings and storage sheds (if applicable)
14		Location and dimensions of existing and proposed sidewalks
15		Location and dimensions of existing and proposed drives
16		Size and location of existing and proposed sanitary sewers
17		Size and location of existing and proposed water systems
18		Size and location of existing and proposed storm sewers
19		Surface water drainage system (surface and sub-surface)
20		Location of all other public utilities on the site, or serving the site, including but not limited to, natural gas, electric, cable television, fiber optic, telephone and other voice cable
21		Homeowner's Building Improvement application (if applicable)
22		Other:
23		Other:

**Note: The site plan checklist is provided as a convenience for those filing a building application and who might use the City of Richmond's Zoning Ordinance. It is not part of the ordinance and may not possess a full description of required site plan detail pursuant to the subject request. Readers are strongly advised to consult the Zoning Ordinance for pertinent information.

Section 7.07 Fences.

All fences and similar enclosures shall conform to the following:

A. General Standards.

The following shall apply to fences in all zoning districts:

1. All fences shall comply with the unobstructed sight distance standards of Section 5.304 (Corner Clearance Areas).
2. All fences shall be constructed in such a manner that all structural members shall be on the interior side of the fence, including braces, posts, poles, and other projections. Where one side of a fence or wall has a more finished appearance than the other, the side with the more finished appearance shall face the road or adjacent lots (see illustration).
3. A maximum of one (1) fence shall be permitted adjacent to a common lot boundary separating adjoining lots. A minimum ten (10) foot separation distance shall be provided between abutting fences placed in parallel along a lot boundary.
4. Use of razor or barbed wire, electrified fences, spikes, and similar security materials on any fence shall be prohibited, except as follows:
 - a. Barbed or electrified wire fences shall be permitted accessory to permitted Animal and Agricultural Uses.
 - b. Barbed wire cradles may be placed on top of fences enclosing public utility and essential service uses in any zoning district.
 - c. The Planning Commission may approve use of razor or barbed wire, electrified fences, spikes or similar security materials on any fence where deemed necessary for security purposes or public safety.
 - d. Barbed wire cradles shall consist of no more than three (3) strands of wire and shall overhang into the lot for which it is designed to protect.
5. Fences shall be constructed of wood, metal, and other acceptable materials. All fences shall be constructed solely of new materials accepted by the Building Official as durable, weather resistant, and easily maintained.
6. The use of plastic slats or similar obscuring materials interwoven through a chain-link fence shall be prohibited.

B. Height, Locations, and Type of Fences Permitted.

Fence height shall be measured from ground level adjacent to the highest point of the fence. Fill shall not be used for the purpose of achieving a higher fence than otherwise permitted. Where the grade is not level, the maximum fence height shall be equal to the average fence height within four (4) feet of any fence post (see illustration). Standards for maximum height, permitted fence locations, and type of fences permitted shall apply to the following use groups, as specified in Section 4.02 (Table of Permitted Uses by District):

1. **Animal and Agricultural Uses.** Fences accessory to permitted Animal and Agricultural Uses in any zoning district may include chain-link, wire, ornamental, privacy, and rail fence types. Such fences shall not exceed six (6) feet in height. Fences exceeding three (3) feet in height shall conform to the

minimum front yard setback requirements for the zoning district, per Article 5 (Dimensional Standards).

2. **Residential Uses.** The following standards shall apply to all fences accessory to permitted Residential Uses in any zoning district:

Types of Fences Permitted	Permitted Locations and Maximum Height (feet)		
	Front	Side	Rear
Chain-link fence		4.0	4.0
Ornamental fence	3.0	5.0	5.0
Privacy fence		6.0	6.0
Rail fence	3.0	5.0	5.0

- a. Fences shall be located entirely within the boundaries of the lot to which the fence is accessory, except where adjoining lot owners consent in writing to the fence construction on a common lot line. The City of Richmond shall not be responsible for determining the location of any fence to be erected on a common lot line.
- b. A fence may be erected parallel to the side street lot line of a corner lot, provided that the fence shall be located at least one (1) foot inside the side street lot line and shall not extend beyond the rear building line of the principal dwelling.

3. **Community Uses and Industrial, Research and Laboratory Uses.** The following standards shall apply to all fences accessory to permitted Community Uses and Industrial, Research and Laboratory Uses in any zoning district:

Types of Fences Permitted	Permitted Locations and Maximum Height (feet)		
	Front	Side	Rear
Chain-link fence		8.0	8.0
Ornamental fence		8.0	8.0
Rail fence		6.0	6.0

4. **Office and Service Uses and Commercial Uses.** The following standards shall apply to all fences accessory to permitted Office and Service Uses and Commercial Uses in any zoning district:

Types of Fences Permitted	Permitted Locations and Maximum Height (feet)		
	Front	Side	Rear
Ornamental fence		6.0	6.0
Rail fence		6.0	6.0

C. Maintenance.

Fences shall be maintained in a neat and safe condition, so as not to endanger life or property. Such maintenance shall be the responsibility of the owner of the lot on which the fence is located. The City of Richmond shall not be responsible for enforcement of any agreements relative to the mutual or separate payments of the cost of fence construction, maintenance or repair.

Any fence which, through lack of repair, type of construction, or otherwise, endangers life or property, shall be deemed a nuisance. The Building Official shall notify the owner, agent or person in control of the property on which such fence is located of the existence of such nuisance, and shall specify the required repairs or modifications to be made to render the fence safe. The Building Official may order the removal of an unsafe fence.

D. Permit Required.

It shall be unlawful for any person to construct, alter, extend or relocate any fence upon any lot in any zoning district without having first obtained approval of a zoning permit per Section 1.08 (Zoning Permits). Where adjoining lot owners consent in writing to the construction of a fence on a lot line, such written consent shall be filed with the application for a permit. The following activities shall be exempt from this requirement:

1. Repairs to an existing fence or wall with no structural changes.
2. Installation of gates of up to eight (8) feet in width in an existing fence.
3. Construction of up to eight (8) feet of new fencing, provided such work is in compliance with the applicable provisions of this Section.
4. Installation of fences designed for agricultural purposes and accessory to an active farm use.
5. Planting of continuous hedgerows or similar landscape features.