



Permit Number:	_____
Date Received:	_____
Fee Paid (\$15)	_____

**Fence Permit Application**

The City of Cadillac requires Zoning approval for all fences, walls, or privacy screens that are constructed within city limits. A brief description of the ordinance is outlined in the Fence Guide. Issuance of a permit does not authorize trespass on adjoining property for the purposes of erecting a structure. Approval for access is the responsibility of the applicant. The City may require the applicant to provide a boundary survey to confirm the location of a structure.

Job Location Address: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Contractor Email Address: \_\_\_\_\_

**Construction Details:**

Type of Materials Proposed:

- \_\_\_\_\_ Chain link/Cyclone
- \_\_\_\_\_ Womanized Lumber
- \_\_\_\_\_ Cedar/Redwood
- \_\_\_\_\_ Wrought Iron/ Aluminum
- \_\_\_\_\_ Stone
- \_\_\_\_\_ Plastic/Vinyl
- \_\_\_\_\_ Other: \_\_\_\_\_

Height of Structure: \_\_\_\_\_

Depth of posts (2ft Minimum): \_\_\_\_\_

% of Open Space per Linear Foot: \_\_\_\_\_

**Consent:** Consent from adjoining property owner is required WHEN a fence is closer than 2 INCHES to the property line.

Adjoining Property Owner Signature: \_\_\_\_\_

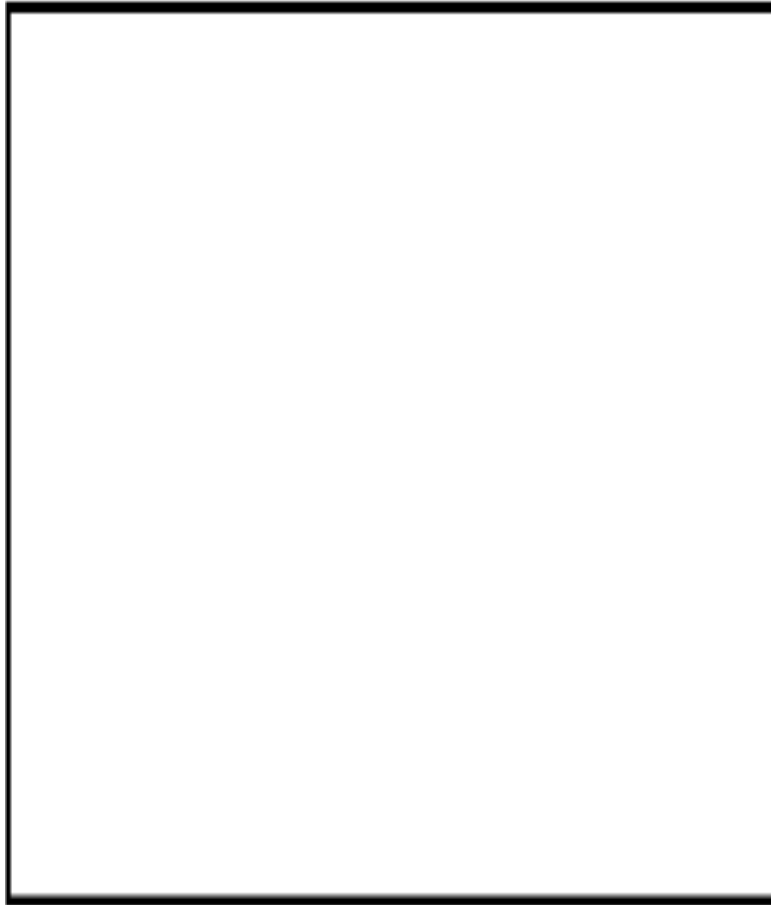
Adjoining Property Owner Signature: \_\_\_\_\_

**\*\*A Site Map is required for all Fence Permit Applications. Please draw on the attached page or submit a separate drawing. See next page for requirements. \*\***

**Site Plans Must Include:**

- Outline of fence
- All structures on property
- Lot lines of property (including setbacks from all streets)
- Distance of fence from each lot line of property
- Distance from all structures
- All curb cuts/driveways and street intersections

**Front of Property**



**Back of Property**

I certify the above fence, wall, or privacy screen will be erected entirely on the property of this application and will not be located on a common property line nor extend onto abutting property, unless approved as noted above, and that I fully understand and concur with the stipulations of this application.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Approved by \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

## FENCE REQUIREMENTS

### Permit

A fence permit is required to erect a fence.

### Fence Location

- A) Must be at least 2 inches away from an adjoining property line unless written authorization is obtained from the adjoining property owner to place the fence on the common property line.
- B) Must be at least 2 feet away from any sidewalk, alley, or street and 1 foot from any public right-of-way.

### Fence Height

- A) Side and Rear Yards—Up to 6 feet in height. No open space required. See also “B” and “C”.
- B) Front Yards and Side Yards Abutting Streets— Fences up to 36 inches must have a minimum 20% open space per lineal foot of fence. Fences greater than 36 inches to 48 inches must have 35% open space per lineal foot. Fences greater than 48 inches require Planning Board approval.
- C) Clear Vision Corners—No fence shall serve as an obstruction to vision above a height of 30 inches in clear vision corner areas such as street intersections and street/alley intersections.

## FENCE REQUIREMENTS

### Support Posts

- A) Must be at least 2 feet into the ground and properly anchored.
- B) Must be located on the inside of the fence (towards the home) unless the fence is designed to have the posts uniformly distributed on each of the support posts.

### Wind Loads

Must be designed and constructed to withstand wind and snow loads common to the city.

### Material and Design

- A) Good quality material must be used. Raw or recycled materials such as pallets, broken concrete, tires, and stumps is prohibited.
- B) Must be compatible with the character of the area.
- C) Front and (street) side yard fences may have pointed tops when the fence is at least 4 feet in height.
- D) Must be installed to manufacturer's specifications that, in all instances, shall meet or exceed City Building Code Requirements.

*“When purchasing a fence kit, make certain the manufacturer’s installation instructions are included.”*

## FENCE REQUIREMENTS

### Special Notes

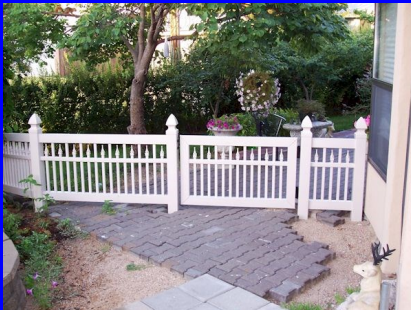
- A) Issuance of a fence permit does not authorize trespass on adjoining property for purposes of erecting a fence. Approval for such access is the responsibility of the applicant.
- B) The city may require a boundary-lot survey confirming the location of a fence.
- C) Courthouse Hill Historic District— Fences erected in the Historic District are also subject to the Historic District Design Guidelines. Fences may be subject to approval by the District Commission. Contact the Community Development Department for additional information.



- D) Construction fencing, soil erosion fencing, and snow fencing erected in winter months are not subject to permit requirements, provided, however, such fencing shall be properly installed, maintained in good condition, and shall not pose a health or safety hazard.

## Frequently Asked Questions

- *May my fence contractor apply for the fence permit?* Yes, either the property owner or fence contractor may apply for the permit.
- *Is a survey required?* Normally a survey is not required. However, in cases where an adjoining property owner challenges the location of a proposed fence or where available information suggests an identified property line is not correct the city may require the applicant to provide a boundary-lot survey prepared by a professional surveyor.



Have questions or need additional information?  
Please call the Cadillac:

Community  
Development  
Department  
775-0181 (Ext. 101)



Administrative Offices  
City of Cadillac  
200 N. Lake Street  
Cadillac, MI 49601  
231-775-0181



**Do Not Forget To Call  
Miss Dig!**

## A Guide to the Construction of Fences in Residential Districts

