



FENCE APPLICATION

6100 219th Street SW, Suite 200
Mountlake Terrace, WA 98043
Phone 425.744.6267 Fax 425.775.0420
PermitSpecialist@ci.mlt.wa.us
www.cityofmlt.com

Application # _____

Single-Family Residential

Multi-Family

Commercial

Job Site Address _____

Description of Work _____

OWNER / AGENT CONTACT INFORMATION

OWNER

Name _____

Address _____

City _____ State _____ Zip _____

Ph _____ Fax _____

E-mail _____

Contact Name _____

Ph _____ Fax _____

E-mail _____

CONTRACTOR

Name _____

Address _____

City _____ State _____ Zip _____

Ph _____ Fax _____

E-mail _____

State Lic. # _____

City Lic. # _____

NOTE: Approval of the Fence Application may be subject to further review.

The review and issuance of this fence application/permit is to ensure conformance with the fence height and locations allowed per the zoning code. It does not assure the structural stability of the fence.

PERMIT FEES DUE UPON APPLICATION SUBMITTAL

I certify to the best of my knowledge, the information provided on this application is true and correct.

Sign Owner / Agent _____ **Date** _____

Print Owner / Agent _____ **Date** _____

OFFICE USE ONLY

Received By _____ **Date** _____

Plan Check Fee \$ _____ **Date** _____ **Receipt Number** _____

Permit Fee \$ _____ **Date** _____ **Receipt Number** _____

**FENCE PERMIT
SUBMITTAL REQUIREMENTS CHECKLIST
To be completed by applicant**

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_____ Plot Plan drawing* on 8-1/2 x 11. Plan must be to scale, 1" = 20' or 1" = 30' (larger sheet sizes are acceptable if needed to show parcel).

The following items need to be shown and/or labeled on the Plot Plan drawing, as appropriate.

_____ Dimensions of all lot lines

_____ Location and width of driveway on property

_____ Water meter location on property

_____ Retaining wall, if any (indicate height)

_____ Location of proposed fence on property. Label the length and height of fence (in feet).

_____ Label any gates and width of openings

_____ Label the distance from the property line(s) to the edge of any street pavement or sidewalk next to the property (specify street or sidewalk). Label the distance (setback) of the fence from the front property line when applicable.

*City staff can provide a Plot Plan drawing for the applicant's use (available for most properties).

FENCES: GUIDELINES

DON'T FORGET YOUR FENCE PERMIT

The most important thing to remember before building or replacing a fence is that a FENCE PERMIT must first be obtained from your City Planning Department. This permit process will assist your efforts to construct a fence in conformance with City ordinances, avoiding problems which could arise as a result of improper construction, placement, or design.

WHEN DO I NEED A PERMIT?

You must obtain a FENCE PERMIT any time you want to built a new fence or rebuild an existing fence. Minor repair (i.e. replacement of a few boards) is exempt from the permit requirement.

HOW DO I GET A PERMIT?

To apply for a Fence Permit to construct or reconstruct a fence, you must complete a FENCE PERMIT APPLICATION form available at City Hall or online at www.cityofmlt.com. A properly dimensioned Site Plan must be submitted with the application which identifies your property lines, setbacks from the fence to the front property line, adjacent streets, and the proposed height and location of the fence on the property. In addition, you must indicate the type of fencing (i.e. chain link, solid wood, open, split rail, etc.).

WILL THE FENCE BE INSPECTED?

Yes. Once the fence has been constructed contact the inspection request line at 425-775-9694 for an inspection. A City Inspector will check to see if the fence has been installed in accordance with the approved Fence Permit application.

HOW LONG IS THE PERMIT GOOD?

The permit becomes valid the day it is issued and is valid for one year from the issue date. If no inspection request is made to verify the completion of the fence within the year, a new permit must be obtained and paid for.

WHAT SIDE DOES THE FRAMING FACE?

Fences must be constructed to be visually attractive from the street. The decorative siding must be placed facing the street on the exterior side of the fence while the interior fence framing structure and cross braces shall face the interior of your property. If you plan on building a chain link fence or "good neighbor fence" (one that looks the same on both sides), this discussion does not apply.

WHAT ABOUT HEDGES?

Hedges need to meet the same requirements as fences for height and location when the hedge forms a solid barrier. It is recommended that the plant materials selected for hedges be such that at maturity they will be within the height requirements for the desired location.

ARE BARBED-WIRE FENCES ALLOWED?

Barbed-wire fences are allowed in very limited instances: for security proposes in commercial and industrial areas, and when used for containment of large animals. Both instances have other requirements which apply. For more information on this, contact the City Planning Department.

ARE RAZOR WIRE OR ELECTRIC FENCES ALLOWED?

Razor wire fences or electric fences are prohibited in all zones.

HOW TALL CAN THE FENCE BE?

Interior Lots:

On an interior lot fences are allowed to be constructed up to six feet in height on your property as long as it is placed no closer than 20 feet to any public street right-of-way. Fences located within 20 feet of a public street may be built to a maximum height of four feet.

Corner Lots:

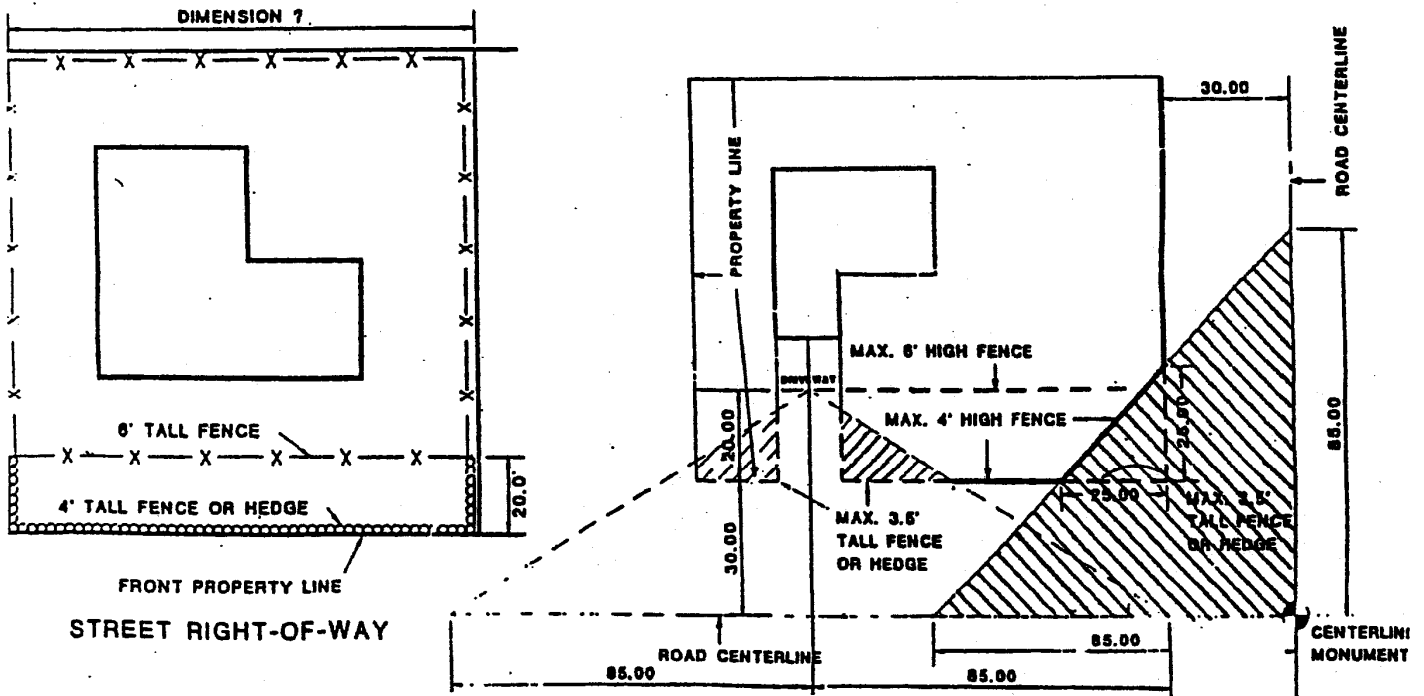
If your property is located on the corner of two intersecting streets, the four foot height limitation will apply within 20 feet of the street right-of-way in the front of your home. On the side of your home, the fence can go as high as six feet. You will also be required to observe the "Sight Area Triangle" at the street intersection.

Through Lots:

If your property is bordered by a street right-of-way in the front and behind your home, a maximum six foot high fence is allowed in the rear yard area.

SIGHT AREA TRIANGLE

Fences and hedges are limited to 3'6" in height within the site area triangle in order to provide motorists and pedestrians with a clear view of oncoming traffic before turning out of driveways and at street intersections. The size and location of the sight area triangle depends on the type of street that is involved. To find out more about whether there is a sight area triangle that affects your property, refer to the City's Zoning Ordinance, or contact the City's Planning Department for assistance.



HOW IS FENCE HEIGHT MEASURED?

The height of a fence is the vertical distance between the top of the screening portion (includes horizontal, vertical boards and lattice work) and the ground level directly below the screening portion of the fence, measured on the inside of the fence. Fence posts and decorative caps may extend a maximum of six inches in height above the screening portion of the fence without counting towards the maximum allowable fence height.

SPECIAL LOCATIONAL PROVISIONS. No fence, hedge or rock wall shall be permitted which interferes with the sight area triangle, impedes the use of fire hydrants or blocks their view from the street, obstructs access to water meters, or overhangs pedestrian use areas so as to impede pedestrian circulation.

MAINTENANCE. All fences, hedges and rock walls shall be kept in a proper state of preservation and order so as not to be dangerous to human life or constitute a public nuisance or infringe upon the public's right of passage on sidewalks and streets. The area along fences located at, on, or near interior property lines shall be kept free of piled dirt and debris in order to provide fence owners access for maintenance purposes and prevent the deterioration of the fencing materials.

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