



Department of Building, Zoning & Housing
26789 Highland Road
Richmond Heights, Ohio 44143-1429
216-383-6312 Fax: 216-383-6319
richmondheightsohio.org

FENCE PERMIT APPLICATION

LOCATION OF JOB _____ LOT # _____
SUBDIVISION _____ ZONING DISTRICT _____
OWNER'S NAME _____ PHONE # _____
OWNER'S ADDRESS _____ CITY/STATE/ZIP _____
CONTRACTOR'S NAME _____ PHONE # _____
CONTRACTOR'S ADDRESS _____ CITY/STATE/ZIP _____
TYPE OF FENCE _____
Permit Fee: \$25.00 _____ \$25.00 Total cost of work being performed _____

PLEASE ATTACH THE FOLLOWING TO THIS APPLICATION FORM

1. A plot plan or similar drawing of the property showing the location of existing and proposed fencing and any required landscaping. (See page-3)
2. A drawing of the type and style of fencing to be installed. In consideration of the issuance of this permit, the owner and his agent or contractor do hereby covenant and agree to comply with all laws of the State of Ohio and the Building Code and Zoning Ordinance of Richmond Heights, Ohio and to install the proposed building and/or work, or make the proposed change or alteration or do the work described above

HOMEOWNERS ASSOCIATION APPROVAL IS REQUIRED, IF APPLICABLE PRIOR STARTING ANY WORK

I certify that the information and statements given on this application and the accompanying drawings and specifications are true and correct to the best of their knowledge. **Fence posts or rails shall be installed on applicant's side of fence, with the finished side facing adjoining properties.**

The undersigned hereby agrees to comply with the rules and regulations of the City of Richmond Heights

APPLICATION BY _____ PHONE # _____

PRINT NAME _____ DATE _____

PLAN EXAMINER'S APPROVAL _____ DATE _____

APPLICANT'S SIGNATURE

DATE

RESIDENTIAL FENCES TYPES & STYLES

1313.02 PERMITTED FENCES

1314 Privacy Fences: Privacy fences, not more than six feet in height, shall be permitted only in rear yards, or in side yards where there is an exit from the house or garage. A privacy fence shall be permitted no closer than three inches from the rear property line and rear side property line.

- **Board-on-board:** means a fence with upright pickets alternating on each side of the horizontal supporting structure. The pickets are spaced apart one-half (1/2) the width of the picket.
- **Upright picket:** means a fence with upright pickets constructed on one said of the horizontal supporting structure spaced no less than one-half (1/2) inch apart
- **Open ornamental fence:** means a fence of architectural design, constructed for a decorative effect or as a landscape accent. Permitted open ornamental fences include
- **Post and rail or split fence:** means a fence constructed of not more than three (3) narrow members placed horizontally between upright supporting posts
- **Traditional picket fence:** means a fence with upright pickets constructed on one side of the horizontal supporting structure spaced apart a distance equal to the width of the picket.
- **Chain link fence:** means a metal fence, consisting of loops of minimum nine (9) gauge wire, interconnected in a series of joined links

Open Ornamental Fences: Open ornamental fences shall be permitted as follows

- **Front yards:** Open ornamental fences may be erected in front yards parallel to the building line to a height not exceeding three feet; provided, however, that rail or split rail fences may be erected in front yards parallel to one foot from the common property line and three feet from the street right of way line.
- **Rear and side yards:** Open ornamental fences may be erected in rear yards and in side yards where there is an exit door from the house or garage, parallel to and six inches from the common property line to a height not more than six feet.
- **Patio enclosure fence:** A privacy fence is permitted around the perimeter of an outdoor patio or eating area in a residential district to provide privacy of the occupants of the patio provided that it shall not be closer than three feet from the adjoining property.
- **Chain Link Fences:** Chain link fences shall be permitted only in rear yards, or in side yards where there is an exit door from the house or garage. Such fences may be erected three inches from the common property line to a height not more than five feet above the natural grade, except where swimming pool enclosure requirements shall be applicable.

1313.03 SIMILAR FENCES

- The Architectural Review Board or the Planning Commission may approve other privacy fences, similar in design to one or more of the above permitted fences. **Any fence that is not transparent, like a board on board fence, or a picket fence with no gaps between the pickets would be considered a non-transparent fence and must be approved by the Architectural Review Board.**

ARCHITECTURAL REVIEW BOARD PROCESS

1. The Architectural Review Board meets on the 1st & 3rd Monday of every month at 9:30 A.M. (ALL APPLICATIONS MUST BE RECEIVED AT LEAST 10 DAYS PRIOR TO THE MEETING DATE).

2. An application fee of \$30.00

3. Four copies of the construction documents, including a site plan, topographical plan, building foot print including any door on the exterior of the building

The Board may approve the application in part, with modification (as noted) or in whole, thereby approving the building's appearance.

1313.04 CORNER OR THROUGH LOT

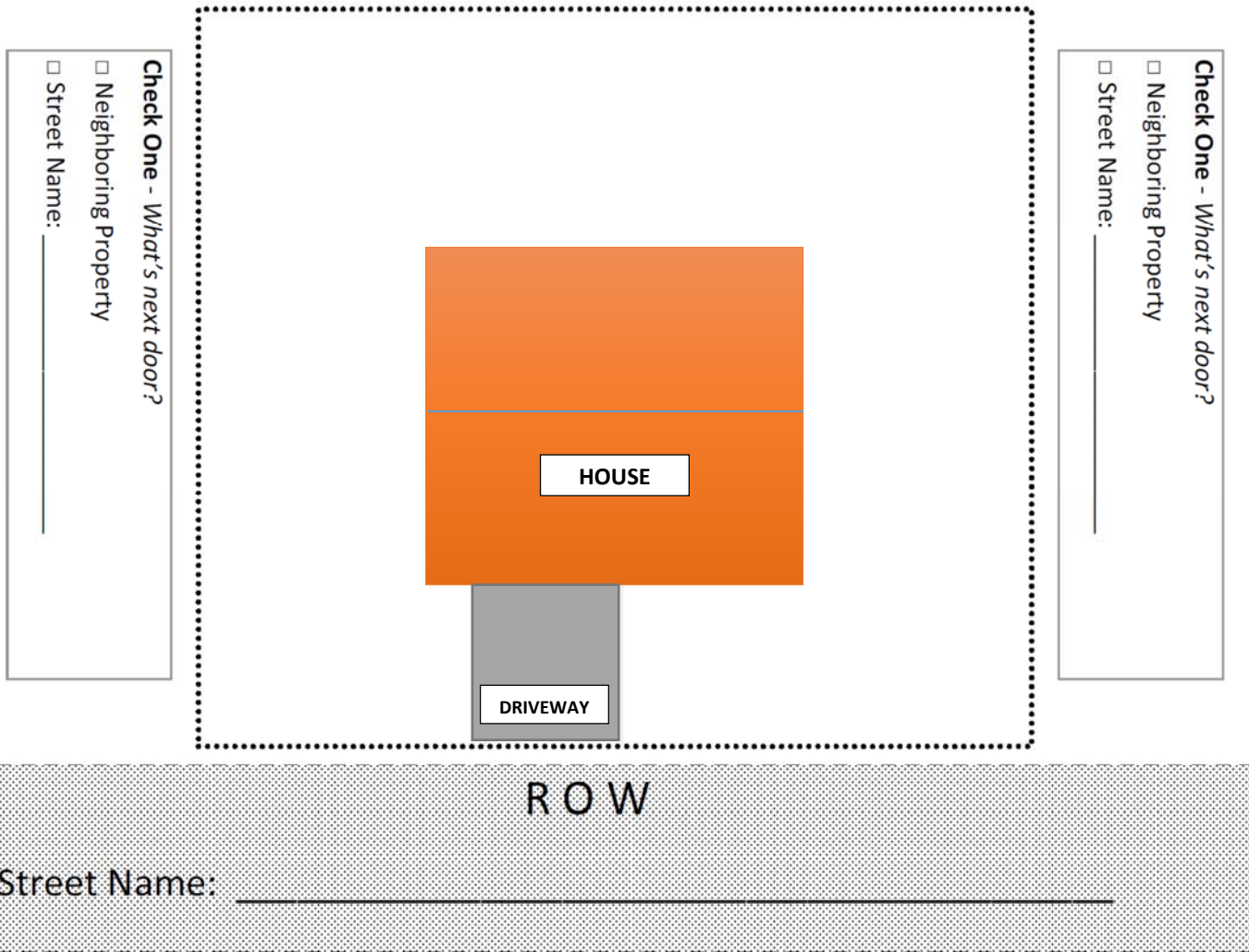
- Where a rear or side yard abuts a street, fences otherwise permitted in side or rear yards shall not extend into required yards provided however, that this provision shall not prohibit permitted rail or split rail fences erected in such side or rear yards parallel to and not nearer than one foot to the side or rear property line, at a height not more than three feet above the natural grade.

1313.07 MAINTENANCE

Such permitted fences shall be maintained in good condition, be structurally sound and attractively finished at all times. Any grounds between such fences and property lines shall be well maintained at all times with the grass in any such area not exceeding five inches. Any such fences shall be designed, constructed and finished so that the supporting members thereof shall face the property of the owner of the fence.

STANDARD FENCE SITE PLAN (Residential Only)

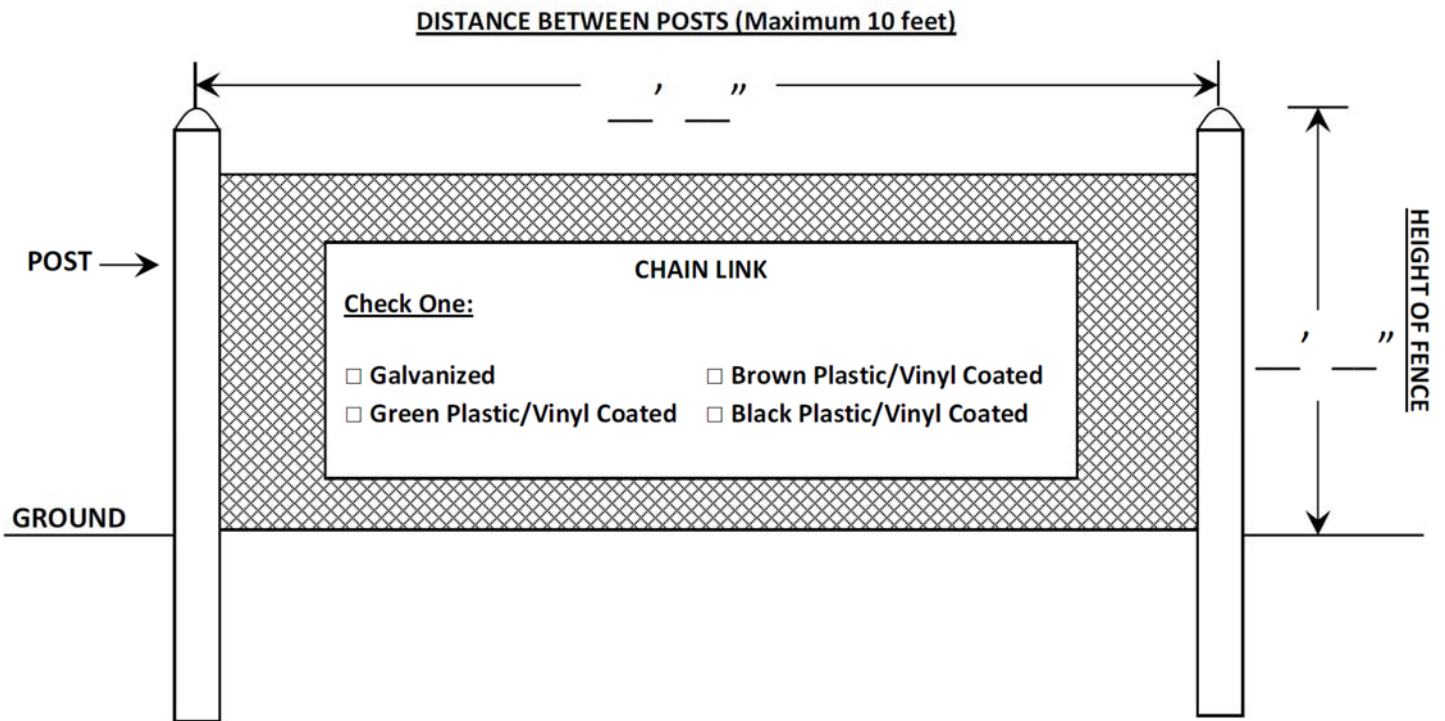
LEGEND	
.....	Property Line
[Hatched Box]	ROW (Right of Way)
—————	Proposed Fence
= = = = =	Proposed Gates
XXXXXXXXXXXXXXXXXXXXXXXXXXXX	Existing Fence



Refer to the Fence Permit Application & Checklist for a complete list of all items required to be shown on the Fence Site Plan.

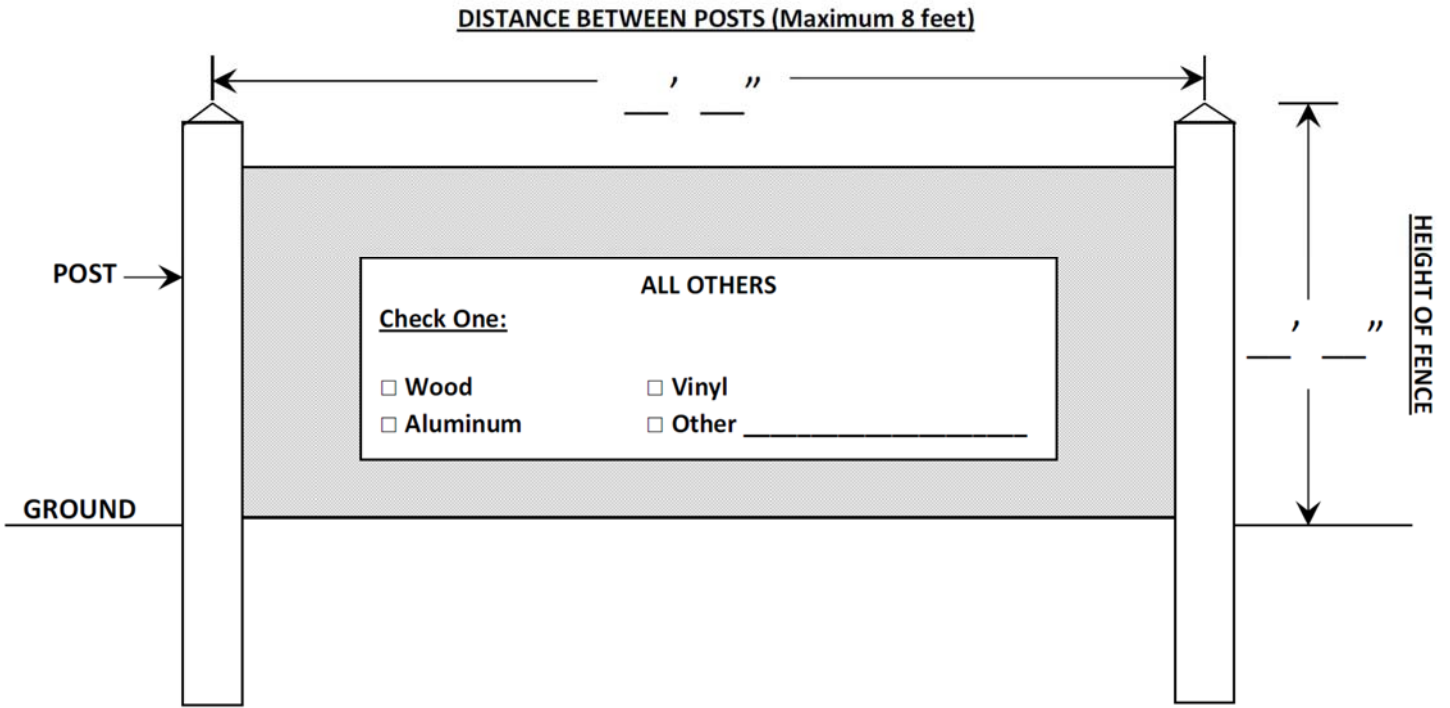
1. **No part of the fence or concrete shall encroach onto other properties**
2. **Identify the location of all underground pipes and wires before you dig.**
3. **A fence within a utility easement is the owner's responsibility during any utility construction.**
4. **All meters must be easily accessible for reading, testing or necessary repairs**

STANDARD FENCE DETAIL (CHAIN LINK ONLY)



COMPLETE THE FOLLOWING INFORMATION

1. TOTAL LINEAL FEET OF PROPOSED FENCE _____
2. # OF PROPOSED GATES _____
3. WIDTH OF EACH PROPOSED GATE _____
4. DEPTH OF POSTS _____
5. SIZE OF POSTS _____
6. WILL POSTS BE SECURED WITH CONCRETE? YES NO



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4. DEPTH OF POSTS _____
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6. WILL POSTS BE SECURED WITH CONCRETE? YES NO

Required Inspections:

- Foundation inspection (posthole inspection)
- Final inspection by Building Inspector