



601 Caroline Street, Suite 400
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FENCE AND/OR WALL PERMIT

A fence application is required for all construction, substantial reconstruction or replacement of fences or walls not required for support of a principal or accessory structure, and to any other linear barrier intended to delineate different portions of a lot. Temporary fences for construction sites and tree protection fencing are exempted from the application process but shall comply with the requirements of the Virginia Uniform Statewide Building Code.

Project Address: _____

Is property located in the Historic District? Yes ___ No ___ (**\$75.00 fee if ARB review required, no fee otherwise**)

Is this property located in an Overlay District? Yes ___ No ___ If Yes, which District? _____

Applicant Information

Name of Applicant: _____ Phone: _____

Applicant Address: _____ Email: _____

Property Owner Information (if different from applicant)

Name: _____ Phone: _____

Address: _____

The following information is required to be submitted with the application:

- Plat, tax map or sketch that shows the proposed location of the fence or wall, applicable easements and alleys
- Height of the fence or wall: **Height:** _____ feet
- Drawing, or photo, of the fence design, materials, and dimensions if located in the Historic District or a Gateway Corridor Overlay District

By signing below, the applicant acknowledges that should any portion of the fence being erected in accordance with this permit interfere with work or access by public employees and/or their agents in the performance of their duties, the fence or portions of the fence may need to be taken down. Replacement of the fence shall be the sole responsibility of the property owner.

Applicant Signature: _____

Property Owner Signature: _____

This permit only grants permission under City Code §72-24 for a fence and/or wall on your property, based on information that you have provided. The City is not responsible for determining that you own the property on which the fence and/or wall will be placed, that all other permissions required to do so are in place (for example, permission from anyone holding an easement on the property), or that you will not be interfering with utility lines.

For Completion by the Community Planning & Building Department

Zoning District _____ Approved Disapproved

Comments: _____

Zoning Administrator Date

If located in the Historic District:

Approved by ARB: _____ Date: _____

This decision can be appealed in accordance with City Code § 72-24.7. Permit #: _____

FENCES AND/OR WALLS:

1. Applicant/property owner is responsible for property boundary locations and any error in fence locations.
2. Authorization from the Architectural Review Board may be required if the fence or wall is to be constructed in the Historic District.
3. Fences or walls shall be located outside of the public right-of-way, and may not exceed 40 inches in height if located within a sight triangle.
4. Fences and walls are permitted on the property line between two or more parcels of land held in private ownership.
5. Fences and walls may be located within any required yard.
6. It is the applicant’s responsibility to ensure that any fences located within easements of any kind or around fire protection facilities, have the necessary authorization from the easement holder. If the City is the easement holder, the Department of Public Works must authorize the proposed structure within the easement. The City shall not be responsible for damage to fences that must be removed by an easement holder to access such easements or facilities.
7. No fence or wall shall be installed so as to block or divert a natural drainage flow onto or off of any other land unless subject to an approved stormwater management plan. Temporary fencing to protect existing trees, limit sedimentation, or erosion is permitted.
8. Fences and walls shall be installed so as not to disturb or damage existing vegetation or installed plant material, to the maximum extent practicable. The perimeter fencing or wall for a single development shall be of a uniform style that complies with the standards of Section 72-56 of the Unified Development Ordinance.
9. Height of fences and walls is measured from the established grade on the highest side of the fence or wall.
10. General Height Standards:

Zoning district	Location	Maximum height
Any	Within a sight triangle	40”
Residential	Any location on a vacant lot	48”
Residential Commercial Planned Development	Between the front lot line and the front of the principal building	48”
	Any other location on the lot	72”
Industrial	Between the front lot line and the front of the principal building	72”
	Any other location on the lot	96”

11. On a Corner or Through Lot:

Zoning district	Location	Special Circumstance	Maximum Height
Residential Commercial Planned Development	Secondary front yard of a corner or through lot	The secondary front yard abuts a primary front yard.	72” if the fence is not closer to the secondary front property line than the front of the abutting principal structure.
		The secondary front yard abuts the secondary front yard of another lot.	72”

See Section 72-56.2 of the Unified Development Ordinance for additional height standards.