



FENCE CERTIFICATE

FENCE CERTIFICATE APPLICATION

MINIMUM REQUIREMENTS FOR SUBMISSION

- Completed fence permit application with original signature
- Two copies of plot plan (min 8.5" x 11") showing proposed fence and required information below**
*Please provide a plot plan (can be hand drawn – not to scale) showing the primary structure, property lines, location and name of adjacent street(s) in relation to the property, the dimensions and/or property line setbacks of the proposed fence, (and/or any other existing fences or structures), and show the proposed fence line using “XXXX” marks. See provided example on the second page of this form. (Please do **not** use aerial photos but instead draw or print on separate sheet of paper.)*
- Please note, approvals typically take 7-14 days. Incomplete or inaccurate applications may cause delays. Please provide as much information as possible to discourage delays.

OWNER AND PROPERTY INFORMATION

PROPERTY LOCATION/ADDRESS		PARCEL ID# (REQ'D IF NO STREET ADDRESS)
OWNER NAME		TELEPHONE
OWNER CONTACT ADDRESS (IF DIFFERENT)		LOT# (IF APPLICABLE)

APPLICANT INFORMATION (IF DIFFERENT THAN OWNER)

APPLICANT NAME	
APPLICANT ADDRESS	APPLICANT TELEPHONE

PREFERRED METHOD OF CONTACT FOR PICKUP/QUESTIONS

<input type="checkbox"/> OWNER	<input type="checkbox"/> PHONE	EMAIL: _____
<input type="checkbox"/> APPLICANT	<input type="checkbox"/> EMAIL	

FENCE SETBACKS FROM PROPERTY LINE(S)	FENCE HEIGHT	PROJECT EST COST
FRONT _____ REAR _____ SIDE _____ SIDE _____	FRONT _____ REAR _____	\$ _____

APPLICANT'S SIGNATURE

APPLICANT'S PRINTED NAME:	APPLICANT'S SIGNATURE:	DATE:

[STAFF USE ONLY]

CERTIFICATE # _____	ZONING DISTRICT _____	FEE \$ _____
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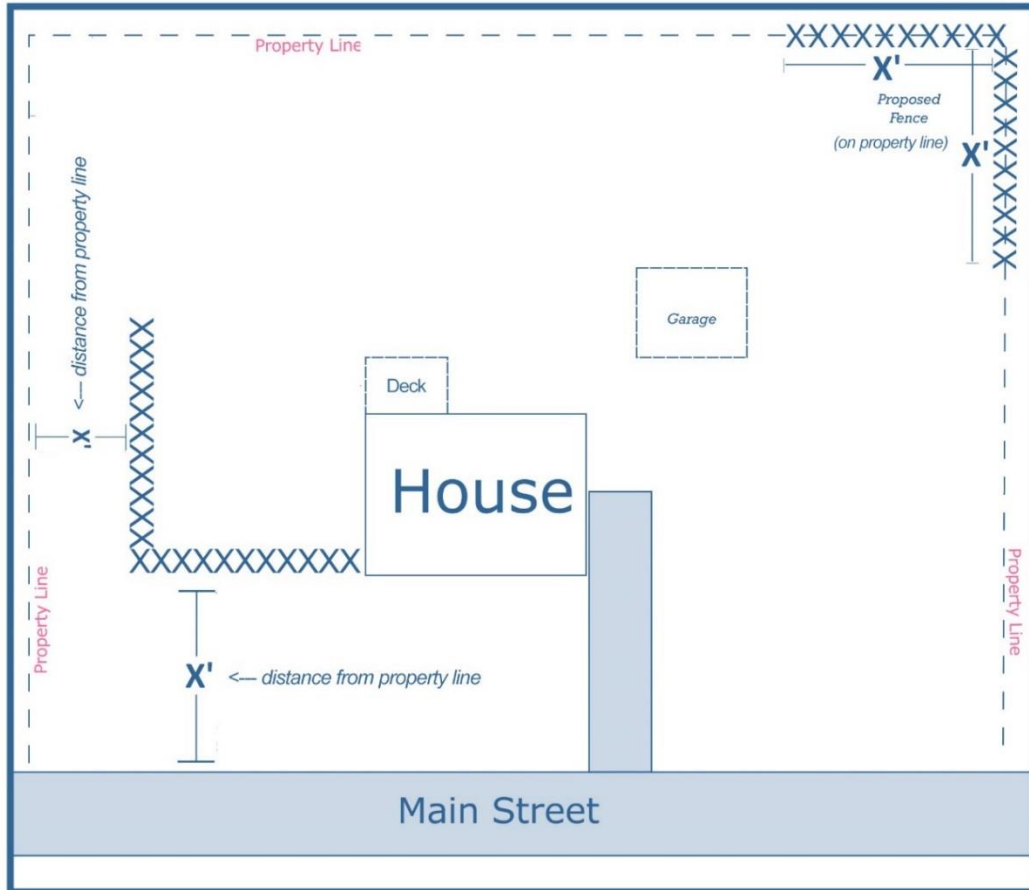
COMMUNITY DEVELOPMENT

Guidelines for installing new fences in Miami Township:

- Fences may be no taller than (6) six feet in the side or rear yard of a property.
 - Fences no taller than 42" may be located in the front yard.

(The front yard is typically defined as any property located between the front façade of house and the street.)

- Please note that any land existing between fence and end of property line must be maintained by the property owner as required.



Sample Plot Plan shown above.

Your submitted plot plan must show:

1. The location of the primary structure, existing accessory structures, and the location of any existing fence or proposed fence.
2. The property line setbacks (distances to the property line) of any proposed fence.
3. Location of any adjacent streets, the names of those streets, the address of the property, and the name of the property owner.

COMMUNITY DEVELOPMENT

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