

City of Hartford
Building Inspection
109 N. Main Street
Hartford, WI 53027
262-673-8277

Office Hours
Monday – Friday
8:00 – 9:00 a.m.

Fence Permit Submittal Requirements

1. Plot Plan (to scale: example: $\frac{1}{4}'' = 1'$; show all structures, streets, easements, overhead power lines)
2. Completed Permit Application: provide names, addresses, phone numbers and license numbers for all contractors.
3. Signed cautionary statement and conditions of approval.
4. Description of fence (style, height).

Code Requirements

Height and placement restrictions vary depending on type of lot and location of fence on lot. Please contact the Planning Department at 673-8272 for restrictions specific to your lot.

Other requirements:

**Check your subdivision/homeowners' association restrictions for any that apply to fences.

**Easement restrictions apply, contact the Planning Department for more information.

6 ft. max height: decorative: open: to lot line

6 ft. max height: can be closed (privacy): to lot line

~~4 ft. max height: open: decorative: to side lot line~~

4 ft. max height: open: decorative: 1 ft. from right of way (2 feet back from sidewalk)

OR

3 ft. max height: closed: decorative: 1 ft. from right of way (2 feet back from sidewalk)

FOR OFFICIAL USE ONLY

Permit No. _____

Approved by: _____

Tax Key No. _____

Date Issued: _____

City of Hartford / 109 N. Main Street, Hartford, WI 53027 / 262-673-8277

Residential Building Permit

Please Print or Type

Address of Work: _____

Owner & Address: _____

Owner Phone: _____ Fax: _____ E-Mail: _____

Building/Dwelling Contractor Certification # _____ Qualifier #: _____

Contractor Name : _____

Contractor Address: _____

Contractor Phone: _____ Fax: _____ E-Mail: _____

Kind of Building: _____ Wood Frame _____ Masonry _____ Steel _____ Other

PERMIT FOR: _____

PERMIT HOLDERS/APPLICANTS: The undersigned applies for a permit to do work described according to the filed plans and specifications, and located as shown on the attached plot plan. the undersigned agrees that the work will be done in accordance with the description, plans, and specifications in compliance with the building code, zoning ordinance and all other ordinances of the City and requirements of the State of Wisconsin, applicable to the premises. The undersigned further applies for a permit to occupy the premises for the uses and purposes as set forth in strict accordance with all the provisions of the City zoning ordinance and all other ordinances of the City, Washington County and State of Wisconsin, applicable to the premises. The undersigned agrees that the premises will not be occupied until ordinance has been approved by the City Building Inspector. The undersigned agrees to call for all required inspections, allowing up to 2 business days for inspection before proceeding.

Estimated Valuation: _____ Owner/Contractor Signature _____

OFFICIAL USE ONLY

Zoning Review Required? _____ Approved? _____

Permit Fee (Account Number 100.240.440000.44250): _____ (Please note: \$55.00 minimum)

Property Records: Maintenance Fee (100.135.443900.44390): _____

Processing Fee (Account Number 100.125.46110.46112): _____ \$15.00

Technology Fee: 100.240.440000.44440 \$5.00 **SUBTOTAL:** _____

Work Started Without Permit (100.240.440000.44250) _____

Total Fee: _____

Combinations of any of the above uses shall provide the total of the number of stalls required for each individual use. The Zoning Administrator shall enforce off-street parking requirements as defined in this ordinance.

13.0502 LOADING REQUIREMENTS

On every lot on which a business, trade, or industrial use is hereafter established, space with access to a public street or alley shall be provided on the premises as indicated in the district regulations for the loading and unloading of vehicles.

13.0503 TRAFFIC VISIBILITY

No obstructions such as structures, automobile parking, fences, or dense vegetation shall be permitted in any district between the heights of two and one-half (2-1/2) feet and seven (7) feet above the mean curb grades within the triangular (vision clearance) space formed by any two existing or proposed intersecting street or alley right-of-way lines (property lines) and a line joining points on such lines located a minimum of 15 feet from their intersection. In the case of arterial streets intersecting with other arterial streets or railways, the corner cutoff distances establishing the triangular vision clearance space shall be increased from 15 to 25 feet.

13.0504 DRIVEWAYS

All driveways installed, altered, changed, replaced, or extended after the effective date of this ordinance shall meet the following requirements.

- a) In all Rs Districts, the minimum distance between driveways shall be ten (10) feet; the minimum distance between driveway and lot line shall be five (5) feet; the maximum width of a driveway shall be 25 feet at the curb line and 20 feet at the right-of-way line. Widening of a driveway on the yard side of the right-of-way line shall, as a minimum, provide for yard area at a 45 degree angle from the property line to the yard side of the driveway. Only one (1) driveway per lot is permitted. The minimum distance between driveway and lot line is waived in the case of joint driveways approved by the Plan Commission. (AMENDED 7/23/90--ORDINANCE NO. E-158; AMENDED 6/25/96--ORDINANCE NO. E-337; AMENDED 11/26/02--ORDINANCE NO. E-505)
- b) In all Rd Districts, the minimum distance between driveways shall be ten (10) feet; the minimum distance between driveway and lot line shall be five (5) feet; one driveway per dwelling unit is permitted. Where separate driveways are installed, the maximum width shall be 25 feet at the curb line and 20 feet at the right-of-way line. Widening of a driveway on the yard side of the right-of-way line, as a minimum, provide for yard area at a 45 degree angle from the property line to the yard side of the driveway. Where a common driveway for both dwelling units is installed, the maximum width shall be 45 feet at the curb line, and 36 feet at the right-of-way line, with a 3-foot planting strip between garages. The minimum distance between driveway and lot line is waived in the case of joint driveways approved by the Plan Commission. (CREATED 6/25/96--ORDINANCE NO. E-337; AMENDED 11/26/02--ORDINANCE NO. E-505)

Fence Information
City of Hartford

- Utility Easement: The City does not forbid closing off an easement, but does not recommend it. I understand that if I close off an easement with a fence, and the City and/or Utility needs to gain access to perform work, damage repair by the City and/or Utility is limited to grass reseeding.
- Drainage Easement: Placing a fence over a drainage swale or drainage easement can cause drainage problems. I understand that if I place a fence over a drainage easement or swale, I will place the fence at least 4" above the grade of the property, if the fence is of a closed style. If the fence is of an open style, it may be placed at grade.
- Other Easements. I understand that there may be other easements restricting the use of my property. The City does not maintain records of these easements or review them for compliance. I understand that nothing in the issuance of a building permit supersedes an existing easement and that it is my responsibility to comply with the requirements of any existing easement.
- I understand that the City cannot involve itself in boundary disputes and that the correct placement of the fence is my determination and responsibility. I understand that a survey may be required to determine the boundary of my property. I understand that the City does not inspect for the correct placement of the fence.
- I understand that if I place my fence up to my lot line, I need to be able to maintain the outer portion of the fence from my lot or have owner permission to enter neighboring properties to maintain the fence.
- I understand that if I choose to place my fence back from my lot line, notifying neighboring property owners that my lot extends past the fence is my responsibility.
- I am not placing my fence on land that has been designated as environmental corridor.
- I understand that maximum fence heights are measured from the ground, and include decorative post tops.
- If I am erecting a fence with an unfinished and finished side, I agree to place the finished side toward neighboring properties.
- I have checked or will check with my Homeowners' Association for restrictions.
- I understand that I need to contact Diggers Hotline for marking my property.

Owner signature and printed name

Address

Date

CAUTIONARY STATEMENT TO OWNERS OBTAINING
UDC BUILDING PERMITS

101.65(1r) of the Wisconsin Statutes requires an owner who applies for a building permit to sign a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under ss101.654(2)(a), the following consequences might occur:

101.65(1r)(a)

a. The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(1r)(b)

b. The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one and two family dwelling code or an ordinance enacted under sub.(1)(a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage of property that is caused by the negligence by the contractor that occurs in connection with the work performed under the building permit.

ACKNOWLEDGED AND ACCEPTED:

owner

date

Owner copy

File copy