



## INFORMATION NEEDED FOR FENCE PERMIT APPLICATION

The following must be submitted to the Building Inspector for approval:

- ▶ A completed Building Permit Application. Detailed information must be provided on the height, length, and type of fence and materials to be used.
- ▶ One of the following:
  - A current survey map showing lot lines and the proposed location of the fence, the location of any gates, as well as all other structures on the property; or
  - An existing survey with the lot lines located and the proposed fence shown; or
  - A drawing/plot plan for the property with the fence or shed located, and written approval from affected neighbors, approving the location of the fence and lot line.
- ▶ Permit Fee: \$55

Note: The approval process may take up to two weeks depending on workload. Building permits are valid for one year. Work must begin within 6 months of issuance of permit.

***Diggers Hotline...Call 3 work days  
before you dig! 1-800-242-8511***

**Building Inspection Department  
Sussex Village Hall  
N64 W23760 Main St.  
Office Hours: 8 a.m. to 9:30 a.m. Monday-Friday  
(262) 246-5212**

Fences are a permitted accessory use in any district and may be erected upon the issuance of a building permit provided that fences shall comply with the following requirements:

(1) Barbed Wire Fences and electric fences are prohibited in the Village of Sussex, except in the A-1 Agricultural District. A-1 Agricultural fences are permitted up to the lot line and shall not exceed four (4) feet in height in the street yard or six (6) feet in height in the side yard or rear yard. All fences erected in a street yard of the A-1 district shall be "open fences" as defined in Section 17.1502 of this Ordinance.

(2) Residential Fences are permitted up to the lot line in the side and rear yards of residential districts, but shall not exceed a height of six (6) feet, and shall not extend into the street yard. Residential fences may be "solid fences" as defined in Section 17.1502 of this Ordinance. Residential fences shall be constructed in such a manner that the "finished" side shall face the neighboring property. Fence posts shall be on the side of the fence facing the permit applicant's property. A plat of survey shall be submitted with each fence permit application showing the location of the fence with relationship to the property line. If a joint fence is to be constructed on the property line, a joint permit application shall be filed by all parties having a proprietary interest in the fence.

(3) Ornamental Fences, as defined in Section 17.1502 of this Ordinance, are permitted in the street yard in any district, but shall not be erected in a street right-of-way and shall not exceed a height of 48 inches. Ornamental fences shall comply with the traffic visibility requirements set forth in Section 17.0601 of this Ordinance. Ornamental fences shall be constructed in such a manner that the "finished" side shall face the neighboring property. Fence posts shall be on the side of the fence facing the permit applicant's property. A plat of survey shall be submitted with each fence permit application showing the location of the fence with relationship to the property

line. If a joint fence is to be constructed on the property line, a joint permit application shall be filed by all parties having a proprietary interest in the fence.

Ornamental fences used to accent the front of a dwelling may be permitted in the front yard and may maintain 50 percent of its area open for the free passage of light and air rather than 75 percent as defined in Section 17.1502 of this Ordinance provided that such fence meets the setback requirement of the district in which it is located, occupies an area no larger than 15 feet by 15 feet, and is not more than 42 inches in height. Such accent fences typically frame a garden in front of a home and may be, but are not limited to, the picket fence type.

(4) Security Fences or screening fences are permitted up to the property lines in all districts except residential districts, but shall not exceed 10 feet in height and shall be "open fences" as defined in Section 17.1502 of this Ordinance when located in the street yard. Security fences may include up to four strands of barbed wire on the top of the fence provided that the barbed wire is at least 8 feet above grade with the vertical supports for the barbed wire slanting inward away from the property line. Security and screening fences shall comply with the traffic visibility requirements set forth in Section 17.0601 of this Ordinance.

Security fences shall be constructed in such a manner that the "finished" side shall face the neighboring property. Fence posts shall be on the side of the fence facing the permit applicant's property. A plat of survey shall be submitted with each fence permit application showing the location of the fence with relationship to the property line. If a joint fence is to be constructed on the property line, a joint permit application shall be filed by all parties having a proprietary interest in the fence.

*Note: Some subdivisions have their own rules regarding fences. Check with your homeowner's association.*