



## APPLICATION FOR FENCE PERMIT

Email application(s) and copy of Applicant's ID to: [CDPermits@overlandmo.org](mailto:CDPermits@overlandmo.org)

DATE OF APPLICATION: \_\_\_\_\_ PERMIT #: \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_

Is this a  Residential or  Commercial property? Cost of Project (*Commercial Only*): \$ \_\_\_\_\_

Is this a  New Fence Installation or  Replacement of an Existing Fence?

### APPLICANT INFORMATION:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Email Address: \_\_\_\_\_

### PROPERTY/BUILDING OWNER INFORMATION:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Email Address: \_\_\_\_\_

### CONTRACTOR INFORMATION:

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Email Address: \_\_\_\_\_

**DESCRIPTION OF FENCING (check all that apply)**

Wood	Wrought Iron	Vinyl	Chain Link
Brick	Aluminum	Split Rail	Dog Eared
Picket	Solid	Shadowbox	Vinyl Coated

**TYPE OF LUMBER**

Cedar	Redwood	Pressure Treated
Other		

**HEIGHT OF FENCE**

<24"	3 Feet	4 Feet
5 Feet	6 Feet	>6 Feet

**SUBMITTAL REQUIREMENTS:**

Please provide **TWO (2) COPIES** of the following items;

- Scaled site plan indicating location of proposed fence, any existing fencing to remain, house, accessory structures, property lines, swimming pool (if applicable), etc.
- Fence detail indicating all dimensions. All plans must be drawn in a professional manner and contain all required information.

**NOTE: ALL POSTS MUST BE SET AT LEAST THIRTY (30") INCHES BELOW COMMON GRADE IN WET MIXED CONCRETE.**

**NOTICE TO APPLICANT**

I hereby certify that I am the owner in fee or acting as the owner's authorized agent. I hereby certify that all information provided is true and correct. I as owner / as owner's Agent agree to fully abide by all City of Overland ordinances, standards, codes and conditions in constructing this project.

**APPLICANT ACKNOWLEDGEMENT:**

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## FOR DEPARTMENT OF COMMUNITY DEVELOPMENT USE ONLY

PROJECT ADDRESS: \_\_\_\_\_

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_

Inspector Assigned: \_\_\_\_\_

Date: \_\_\_\_\_

Permit #: \_\_\_\_\_

Date: \_\_\_\_\_

### **CITY OF OVERLAND - FENCE REGULATIONS**

- A. *Fence Permit Required.* All Fences or Screen Plantings shall require a Fence Permit. Applicants for a Fence Permit must file a written application with the Director of Community Development or his/her designee. Such application shall be submitted on the forms prepared by the City and shall contain the proposed dimensions and location of such Fence or Screen Planting, the materials from which it is to be constructed or planted, and any other information deemed necessary by the Director of Community Development or his/her designee.. If the proposed Fence or Screen Planting appears to conform to the provisions of this Section, the Director of Community Development or his/her designee shall issue a Fence Permit. The following additional provisions shall apply depending on the nature of the proposed Fence or Screen Planting
  1. New Fences – Applications for the installation of a new fence shall include a stamped and sealed boundary survey indicating the location of the proposed Fence.
  2. Replacement Fences and Screen Plantings – Applications for the replacement of an existing fence or screen plantings are not required to include a stamped and sealed boundary survey indicating the location of the existing fence or screen plantings, unless required by the Director of Community Development or his/her designee.
- B. *Fence Permit Fees.* Each application for a Fence Permit shall be accompanied with payment of a fee of thirty-five dollars (\$35.00).
- C. *Inspections.* There are two (2) inspections related to fence installation(s).
  1. Pier/Footing inspection. Upon completion of the fence post holes or footings, the property owner shall be required to schedule an inspection of the fence post holes or footings by the Director of Community Development or his/her designee.
  2. Final inspection. Upon completion of a fence, the property owner shall be required to schedule an inspection of the Fence by the Director of Community Development or his/her designee.
- D. *Materials of Fences and Screen Plantings.*
  1. Fences shall only be composed of decorative masonry (brick, stone, or textured and/or pigmented concrete), planed wood, vinyl, or chain-link (including vinyl coated chain-link), wrought iron, or steel. No Fence, in whole or in part, shall be constructed or cloth, canvas, chicken wire, or other impermanent material.
  2. Screen Plantings shall be only composed of hedge or thick growth of shrubs. If larger forms of vegetative plantings are required to be planted in accordance with Section 400.450, such Screen Plantings may be made up of larger vegetation or trees expressly specified therein.

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3. Sharp Pointed Fences, as defined in Section 400.060, are prohibited.

4. Stockade Fences. Stockade Fences are prohibited in all Zoning Districts.

E. *Manner of Construction.*

1. All fences shall be so constructed that the horizontal and vertical support posts are hidden from both the neighbor's and the general public's views as determined by the Director of Community Development or his/her designee to be applicable to the particular manner of construction proposed.

2. Electrical Fences are prohibited with the exception of battery-charged Fences and those Fences buried/underground or invisible Fences to the extent permitted by Section 67.301 RSMo.

3. No Fence or Screen Planting shall impede or divert the flow of water through any property unless by proper investigation it can be shown to the satisfaction of the Director of Community Development or his/her designee that the Fence or Screen Planting will not adversely impact any adjoining property owner and will contribute to an improvement in the overall drainage system.

4. All fences hereinafter erected in the City of Overland shall be erected so that the "rough" side or the construction material used shall be on the property-facing side, *i.e.*, the rough side shall be so that the inhabitants or users of the property upon which the Fence is erected shall see the rough side and the inhabitants or users of adjoining lots shall see the side that is most attractive and/or finished. In all respects, it shall be the interpretation of the Director of Community Development or his/her designee to determine appropriate direction for the "rough" side of the Fence.

5. A new fence installation shall not abut an existing fence. When a new fence installation is proposed along a property line that parallels an existing Fence, either the existing Fence, with the fence owners' permission, shall be removed or the proposed new fence installation must be set back from the existing fence a minimum of two (2') feet. The two foot (2') area is for maintenance purposes and must have an access point between the fence(s), either an opening or a gate.

F. *Location.*

1. Front yards. No Fence shall be erected, constructed, or maintained within the required front yard of any lot, unless otherwise provided for in this subsection (F). A Fence for decorative purposes is permitted in front of the building line, so long as such fence is not higher than eighteen (18) inches above grade. Such fence for decorative purpose shall be no closer than two (2) feet from the front property line. Screen Plantings may be located within a front yard but no higher than four (4) feet above grade and no closer than ten (10) feet to any public roadway or sidewalk.

2. Rear yards. Fences or Screen Plantings may be erected, constructed, or maintained within the rear yard of all lots up to the property line except when abutting an existing fence as noted in Section 400.360 § E. 5. of this Code. Screen Plantings shall be constructed and maintained as provided for in Section 400.450 of this Code.

3. Side yards. Fences may be erected, constructed, or maintained within the side yard area of all lots up to the property line except when abutting an existing fence as noted in Section 400.360 § E. 5. of this Code. All Screen Plantings proposed to be located within a side yard shall be in accordance with Section 400.450 of this Code.

4. Corner Lots and Through Lots. Fences on Corner Lots and Through Lots may be located within the front yard area but shall only be located along the line created by the exterior wall of the principal building where the primary means of ingress and egress into the structure is made, and such Fence may in no case be closer than five (5) feet to the property line. In all respects, the direction of the primary means of ingress and egress into the structure shall be the interpretation of the Director of Community Development or his/her designee.

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G. *Height.*

1. Fences constructed of masonry (brick, stone, or textured and/or pigmented concrete), planed wood, vinyl, or a combination thereof shall not be constructed higher than six (6) feet above the surrounding grade.
2. Chain-Link Fences – All Chain-Link Fences shall be governed by the following specifications:
  - a. Fences constructed of non-vinyl coated chain-link shall not be constructed higher than four (4) feet above the surrounding grade.
  - b. Fences constructed of vinyl coated chain-link shall not be constructed higher than five (5) feet above the surrounding grade; provided, however, vinyl coated chain-link fences may be constructed to a height of up to six (6) feet above the surrounding grade in the "C-1", "C-2", "M-1", "PD-R", "PD-C", "PD-M" and "PD-MxD" zoning districts.
  - c. Fences surrounding the immediate vicinity of tennis courts may be of chain-link construction but shall not exceed twelve (12) feet in height.
3. Screen Plantings shall not exceed six (6) feet in height, unless otherwise required in Section 400.450 of this Code and such Screen Planting is located within a side or rear yard.

H. *Special Fences.* Notwithstanding the other requirements of this Section, special fences exceeding these requirements for those properties located in the "C-1", "C-2", "M-1", "PD-R", "PD-C", "PD-M" and "PD-MxD" Zoning Districts shall be subject to review and approval by the Planning and Zoning Commission, via Site Plan Review, as to materials, construction, location, and height. Any and all requests for fences exceeding the requirements of this Section in all other Zoning Districts than those noted above shall be within the exclusive jurisdiction of the Board of Adjustment.

- I. *Maintenance.* All Fences, Screen Plantings, and masonry walls (such as retaining walls) shall be maintained in accordance with the provisions of the Building Code, the minimum property requirements found within the Maintenance Code, and in compliance with Chapter 225 on Nuisances. All fences shall be kept in good repair, and all wood, metal, and/or other approved material shall be protected from the elements against decay, rot, or rust by paint or other approved coating applied in a workmanlike manner. Screen Plantings shall be kept trimmed and free from weeds, trash, and debris. Failure to maintain Fences or Screen Plantings in accordance with this Section shall be a public nuisance in violation of Chapter 225 of this Code.
- J. The provisions of this Section shall apply to all Fences unless otherwise specified within the corresponding zoning district's regulations and performance standards of the Lot.
- K. Fences legally installed prior to adoption of this Section and not in conformity with this Section are hereby declared to be legal nonconforming accessory structures/uses, however, such legal, nonconforming Fences shall be kept in good repair, structurally-sound, free from nuisances, and shall not be allowed to deteriorate to an unsightly condition.
- L. Existing Fences which require fifty (50%) percent or more replacement due to deterioration, nuisances, or otherwise, shall be required to conform with this Article.

### Sample Drawing

