

Property Fence Permit Guide

This guide is intended as a reference document to assist you in submitting a Property Fence Permit Application. This guide also explains the process once a permit application is submitted. Please note that failure to submit a complete permit application may result in delays in issuing the permit. It is an offence to construct a fence prior to obtaining a Property Fence Permit. If you have any questions about the Property Fence Permit Application process, please contact the building department at 519-348-8429 ext. 230. For more information regarding property fences see By-law 48-2006 and 57-2006 attached to this guide.

Property Fence Requirements

1. Fence height is to be at a maximum of 6 feet in height for the top board.
2. Design of fence to be as good or better facing neighbouring property.
3. Fence can be placed up to property line but cannot be placed in front of house or in daylight triangles for corner lots.
4. Two copies of scaled drawing for your project are required. Please use Schedule A that is in this package.
5. Confirmation of Property Boundaries. A survey of property or confirmation of neighbouring property boundaries.

Required Inspections

The owner of a property on which a privacy fence is being constructed, or their contractor, must arrange for the following inspections:

- 1) Excavation post hole inspection prior to filling with concrete.
- 2) Structural Inspection to ensure property fence meets by-law standards.
- 3) Final inspection of completed fence.

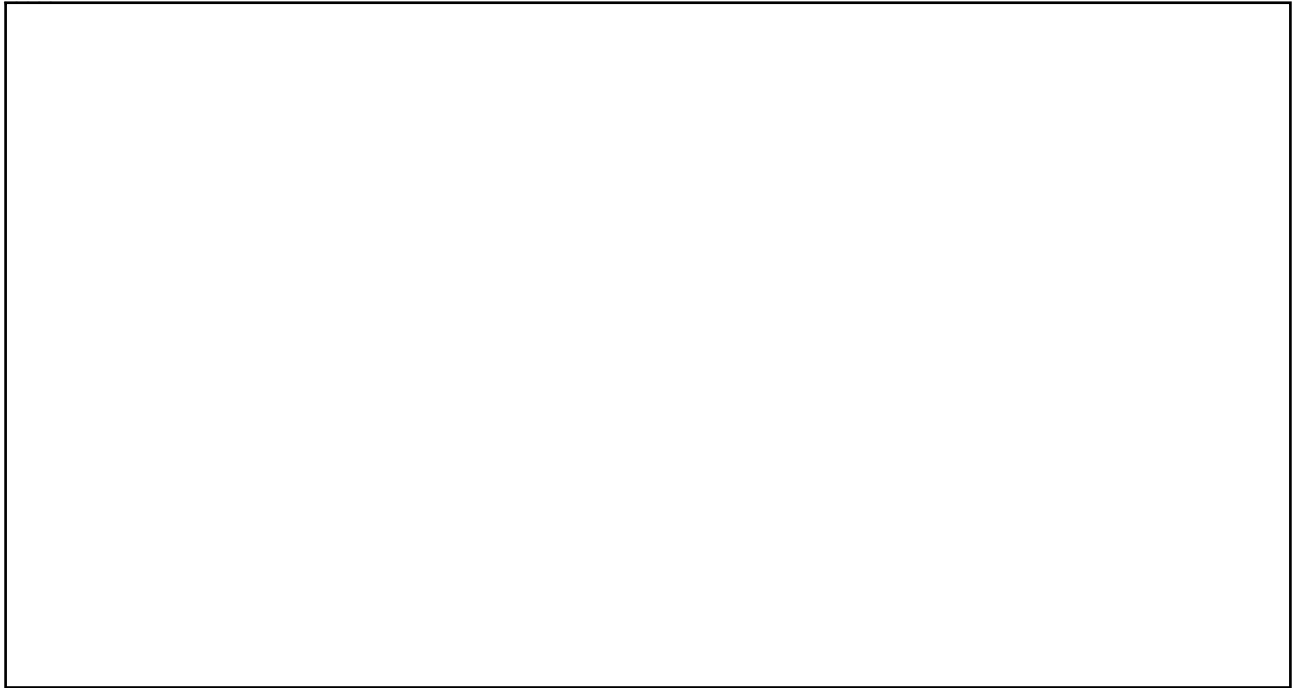
The permit plans and specifications must be on site and made available to the Building Inspector at the time of inspection. The Building Inspector's name and phone number are identified on the Property Fence Permit and inspections must be arranged 24 hours in advance of the requested inspection time.

Application Submission Checklist

- Completed Building Permit Application form including Schedule A. Permit applications can be emailed to dchaffe@westperth.com or submitted in person to the Building Department at the West Perth Municipal Office (169 St. David St., Mitchell, ON).
- Building Permit Application Fee: Refer to fee schedule
- It is the Owner's responsibility to call before you dig, Ontario One Call 1-800-400-2255
- Two copies of scaled drawing

Schedule A - Project Drawings

Please show fence location(s) in relation to building and streets/lanes. Include fence height(s). Please indicate if there are gates and where they are placed.



Please show a side drawing of the fence. Include height and design of fence.

