



Development Services

Fence Checklist

- Property owner and address
- Fence valuation (materials and installation)
- Contractor information
- Site Plan
 - Abutting streets
 - Lot lines and dimensions
 - Existing structures
 - Proposed fence location, heights and setbacks
 - Utility meters
 - Easements
 - Gate(s)
- A drawing or picture of the fence indicating its style and height
- Fence materials
- Fence dimensions
- Easement Encroachment Waiver (if needed)
- Contact Digger's Hotline: 1-800-242-8511 or <http://www.diggershotline.com/>

A permit is required in order to construct a fence, and certain guidelines must be followed.

A fence may be placed up to, but not on the property line. This rule applies to all portions of the fence, including posts, concrete and fence face. The exact location of the property line must be determined before constructing the fence.

If you are unsure about the exact location of your property lines, you may need to hire the services of a private surveyor at your expense.

Fences must maintain a 10 ft. vision triangle at street/alley intersections and a 30 ft. street intersection vision triangle. Fences in residential districts cannot exceed 6 ft. in height, unless approved by the Plan Commission. Posts of fences must face your property. All fences must be 3 ft. from public road right-of-way and alley.

As a property owner, you are responsible for the maintenance of both sides of the fence, as well as any landscaping materials or grass which grows around the bottom of the fence.

Fencing in the front yard must be 50% open and may not exceed 48" in height.

A fence shall not be located within **3' of an electric pedestal.**

Fences installed on the owner's premise shall not result in making an existing metering location unsafe or inaccessible. This can be caused by customers installing locks on gates, not maintaining gates, barricading gates, keeping dogs or other animals in the fenced area, or not shoveling snow from gates in the winter months.

If a metering location becomes unsafe or inaccessible, the owner will be required to remove the fence or have the meter socket/pedestal moved at the owner's expense.

A fence can be placed within an easement, but an easement encroachment waiver must be signed by the owner. By signing the waiver, the owner acknowledges that they are responsible for any costs associated with the replacement or repair of the fence if it is damaged or removed due to any necessary maintenance, construction, alteration or repair of overhead or underground utility conveyances or appurtenances within such easements.

Maintain proper clearance for utility equipment (transformers and tap boxes) contact Marshfield Utilities at 715-387-1195.

Before doing any digging, contact Digger's Hotline at 1-800-242-8511 for location of any underground wires.