



BUILDING DEPARTMENT



FENCE PERMIT APPLICATION (CITY ONLY)

FENCE PERMIT CHECKLIST

- 1. Completed Application
- 2. Site Plan or Aerial View of property showing:
 - a. Property lines/size of property
 - b. Streets/alleys abutting property
 - c. Size and location of driveway and any abutting driveways
 - d. Size and location of all structures on property
 - e. Size, type, and location of fence being planned
- 3. Special use/exception and/or variance approvals if applicable
- 4. Cost of labor and materials (on application form)
- 5. All applicable contractors involved in the project (on application form)
- 6. Application fee ****SEE FEE SCHEDULE FOR APPLICABLE PERMIT FEES**

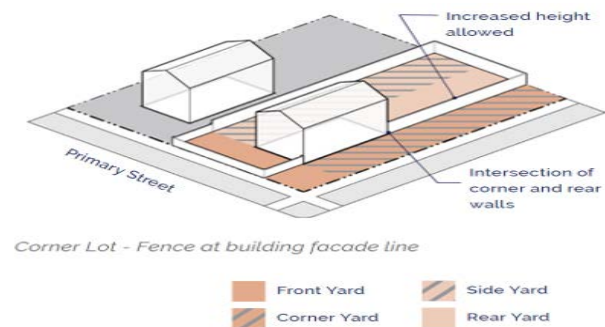
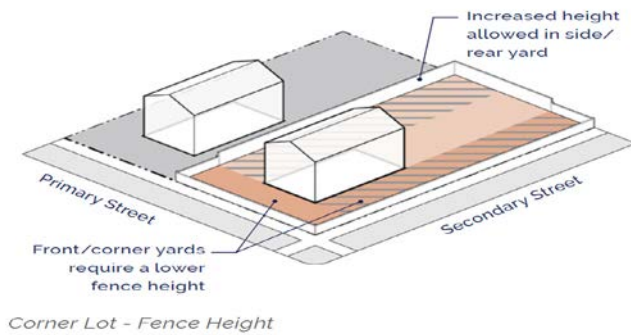
USEFUL LINKS

- ✓ Zoning Ordinance/Variance Applications for the CITY ***SEE UPDATES:**
 - <https://southbend.in.gov/zoning/>
- ✓ Clear Sight Area requirements in the CITY:
 - <https://southbend.in.gov/zoning/>
- ✓ Zoning Ordinance/Variance Applications for the COUNTY:
 - <http://www.sjcindiana.com/306/Division-of-Planning-Zoning>
- ✓ Flood Plain Map:
 - <https://dnrmapping.dnr.in.gov/appsphp/fdms/>
- ✓ City of South Bend Flood Plain Regulations:
 - https://library.municode.com/in/south_bend/codes/code_of_ordinances?nodeId=SUHITA_CH21ZO_S21-12.FLRE
- ✓ Wetland Map:
 - <http://stjocogis.maps.arcgis.com/apps/PublicInformation/index.html?appid=fdd445df825c47739d3cdc2a5379094f>
- ✓ Historic Properties:
 - <https://southbend.in.gov/department/community-investment/historic-preservation-commission/>
- ✓ Residential Permitting Steps:
 - <https://southbend.in.gov/wp-content/uploads/2018/08/ResidentialPermitting-Process.pdf>



Notable Changes (EFFECTIVE JANUARY 1, 2020)

District	Established Front & Corner Yard		Established Side & Rear Yard
	70% Open Fence	Solid Fence	Any Fence Type
S1, S2, U1, U2, U3	4'	3'	6'
UF, NC, DT, OS, U, C	4'	3'	8'
Industrial	6'	6'	10'



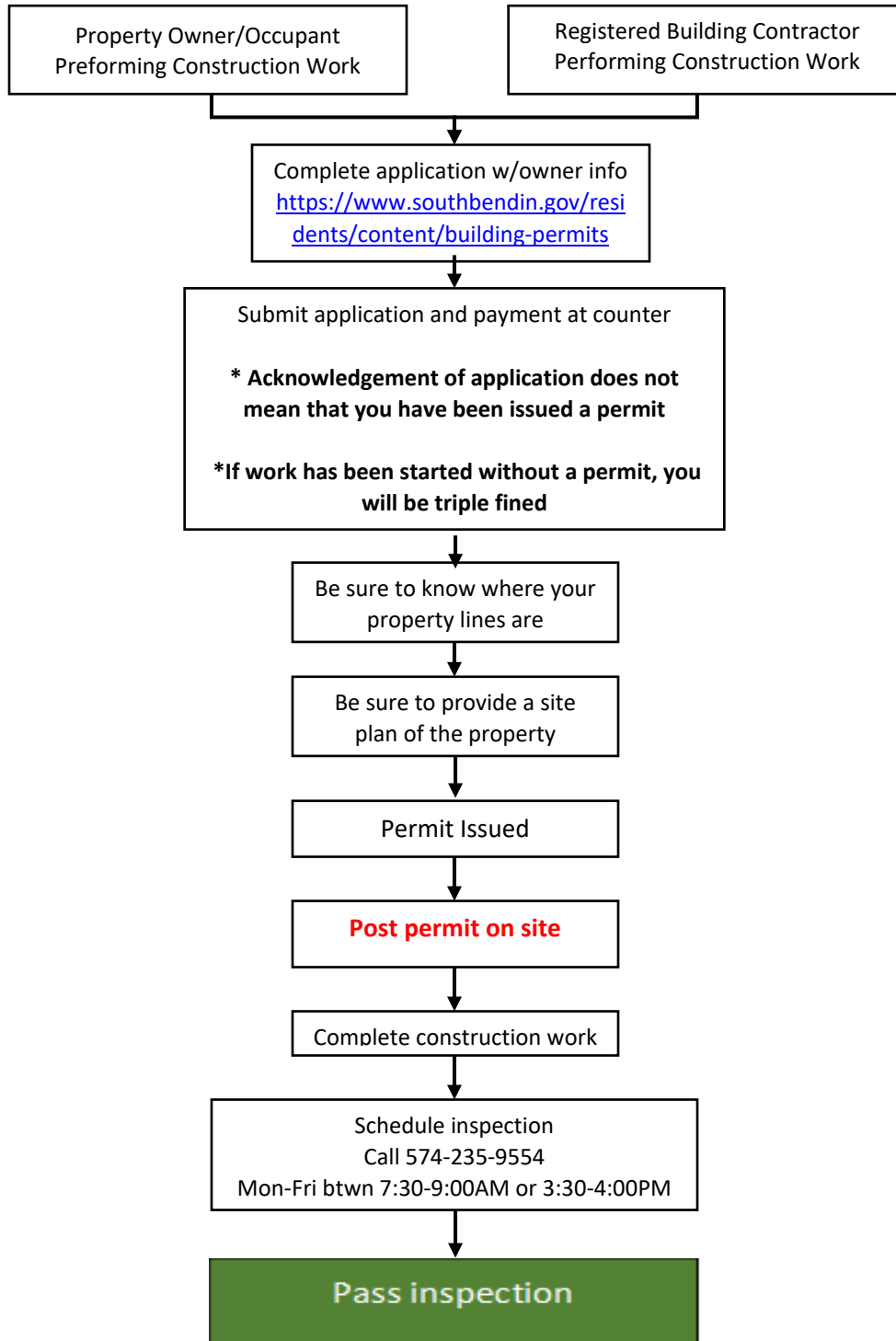
- **All fence posts and related supporting members of a fence shall be erected so that the finished sides of the fence face the adjacent lot or public right-of-way.**
- Established front and corner yards are determined by the location of primary building on the property.
- Max height for fences/walls in **front and/or corner yards** applies to **both** yards (see above graphic)
- Northeast Neighborhood Overlay District:
 - Wood, chain-link, and barbed-wire fencing are prohibited
 - Fence shall be “consistent with the house’s architectural style and character”
 - For attached dwelling units, front yard fencing shall be of a single, unified fence design for all units within a project
- NC or DT Districts
 - Chain link fence materials are prohibited in an established front or corner yard

Additional information can be found in [Chapter 21-09.02](#) of the South Bend Zoning Ordinance.

FENCE PERMIT APPLICATION

ST. JOSEPH COUNTY | CITY OF SOUTH BEND | BUILDING DEPARTMENT

FENCE PERMIT APPLICATION PROCESS FOR CITY PROPERTIES



FENCE PERMIT APPLICATION

ST. JOSEPH COUNTY | CITY OF SOUTH BEND | BUILDING DEPARTMENT

APPLICANT INFORMATION

APPLICANT: _____ ORG/BUSINESS: _____

PHONE: _____ EMAIL: _____

ADDRESS: _____
Address City State Zip

PROPERTY OWNER:

PHONE: _____ EMAIL: _____

ADDRESS: _____
Address City State Zip

PROJECT CONTACT

(IF DIFFERENT THAN APPLICANT)

EMAIL: _____

PROPERTY INFORMATION

ADDRESS: _____
Address City Zip Township

Lot Number Subdivision

ZONING: _____ ZONING: _____
Zoning VARIANCE, SPECIAL USE/ EXCEPTION APPROVAL N/A YES
Approval Date

OVERLAY/NNZO: Yes No HISTORIC DISTRICT: Yes No

PROJECT INFORMATION

TOTAL VALUATION \$ _____

FENCE TYPE: 70% or more open e.g. chain-link, split rail Less than 70% open e.g. privacy, chain-link with privacy slats Mix of 70% open and less than 70% open * Indicate locations of each type on site plan



FENCE PERMIT APPLICATION

ST. JOSEPH COUNTY | CITY OF SOUTH BEND | BUILDING DEPARTMENT

FENCE LOCATION:

Front Yard

1st Side Yard

2nd Side Yard

Rear Yard

Other

FENCE HEIGHT:

Front Yard (ft)

1st Side Yard (ft)

2nd Side Yard (ft)

Rear Yard (ft)

Other (ft)

FENCE SETBACKS:

Front Lot Line (ft)

Side Lot Line (ft)

Side Lot Line (ft)

Rear Lot Line (ft)

Other (ft)

CONTRACTORS

All contractors must be licensed and/or registered with our department. For more information on this go to <http://www.southbend.in.gov/government/content/contractor-licenses-0>

BUILDING: _____ (REQUIRED ON THIS APPLICATION)

- The property owner is allowed to list themselves as the contractor.

I certify the above to be a true and accurate to the best of my knowledge.

APPLICANT SIGNATURE

DATE

PRINT NAME

**VERIFY CONTACT
IF DIFFERENT THAN APPLICANT**

EMAIL

PHONE