



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

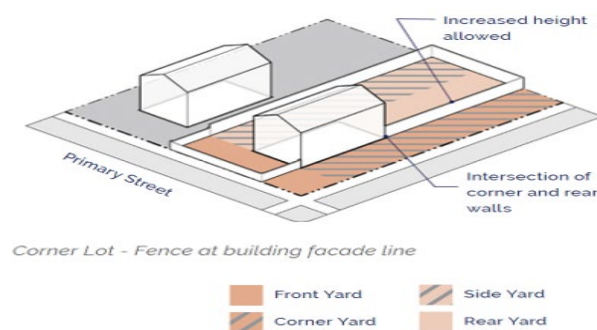
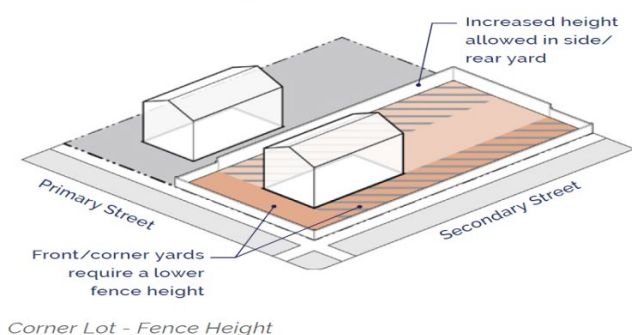
- ✓ Zoning Ordinance/Variance Applications for the CITY *SEE UPDATES:
 - <https://southbendin.gov/zoning/>
- ✓ Clear Sight Area requirements in the CITY:
 - <https://southbendin.gov/zoning/>
- ✓ Zoning Ordinance/Variance Applications for the COUNTY:
 - <http://www.sjcindiana.com/306/Division-of-Planning-Zoning>
- ✓ Flood Plain Map:
 - <https://dnrmmaps.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://southbendin.gov/department/community-investment/historic-preservation-commission/>
- ✓ Residential Permitting Steps:
 - <https://southbendin.gov/wp-content/uploads/2018/08/ResidentialPermitting-Process.pdf>

FENCE PERMIT APPLICATION

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

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' |



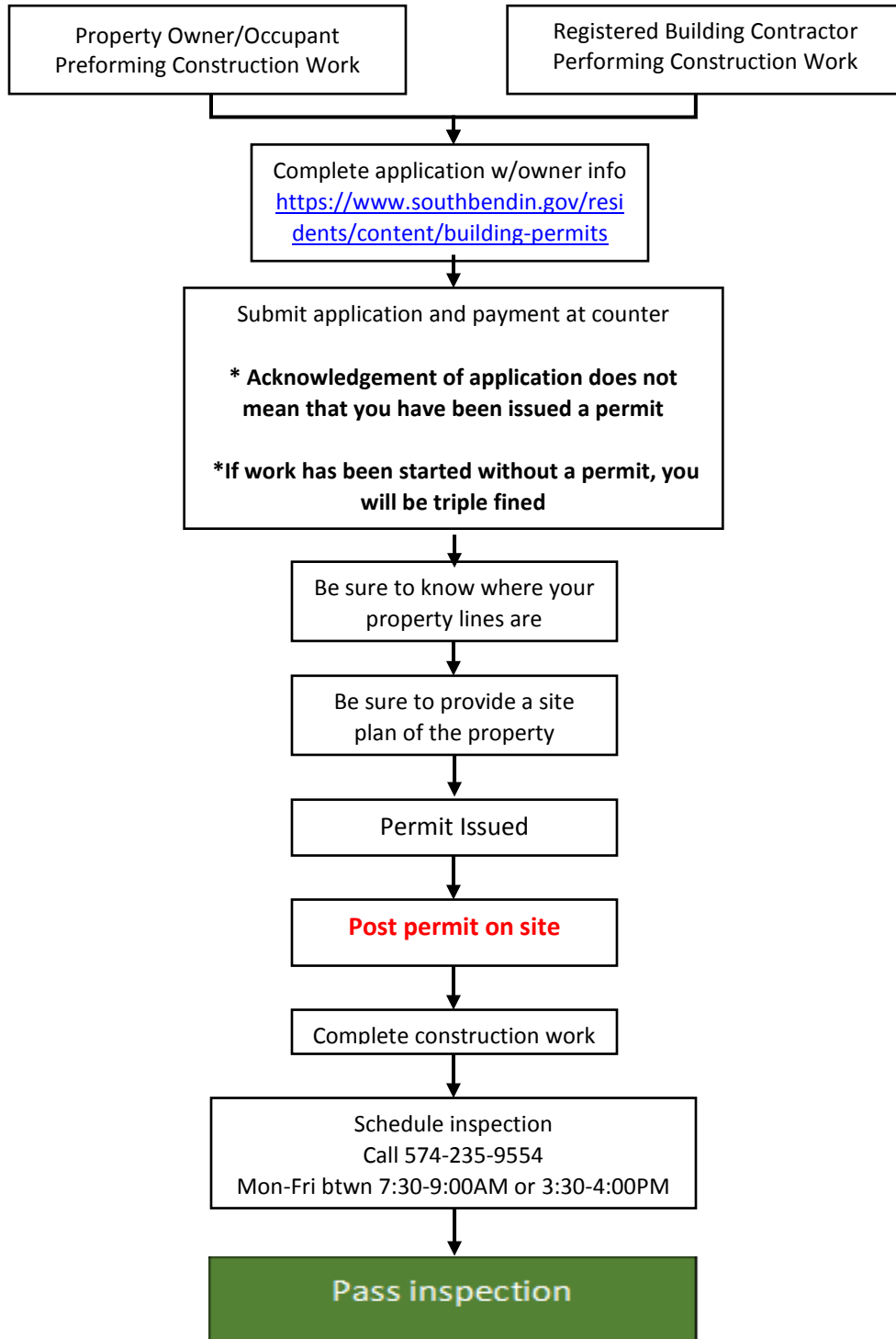
- All fence posts and related supporting members of a fence shall be erected so that the finished sides of the fence face the adjacent lot or public right-of-way.
- Established front and corner yards are determined by the location of primary building on the property.
- Max height for fences/walls in **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



EXCELLENCE | ACCOUNTABILITY | INNOVATION | INCLUSION | EMPOWERMENT

125 S. Lafayette Blvd. | Suite 100 | South Bend, Indiana 46601 | p 574.235.9554 | f 574.235.5541 | www.southbendin.gov

FENCE PERMIT APPLICATION

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

PROPOSED

PROJECT

ADDRESS:

_____ Address _____ City _____ Zip _____ Township

ZONING:

OVERLAY/NNZO:

Yes No

HISTORIC DISTRICT:

Yes No

PROPERTY OWNER:

PHONE NUMBER:

EMAIL:

MAILING ADDRESS:

_____ Address _____ City _____ State _____ Zip

PROPOSED NEW FENCE VALUATION: \$

NEW FENCE HEIGHT:

_____ Front Yard (ft) _____ 1st Side Yard (ft) _____ 2nd Side Yard (ft) _____ Rear Yard (ft) _____ Other (ft)

NEW FENCE MATERIAL (e.g. wood, vinyl, aluminum):

NEW 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*

NEW FENCE LOCATION:

***SHOWN ON SITE PLAN**

Front Yard

1st Side Yard

2nd Side Yard

Rear Yard

Other

VARIANCE, SPECIAL USE/ EXCEPTION APPROVAL DATE, IF APPLICABLE*:

*PLEASE PROVIDE APPROVAL LETTER

FENCE PERMIT APPLICATION

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

BUILDING CONTRACTOR: _____ **OR** **OWNER AS CONTRACTOR**

PHONE: _____ **EMAIL:** _____

ADDRESS: _____
Address City State Zip

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

***Application must be signed below**

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

The Owner or Assignee obtaining this permit is responsible for determining the location of the property lines and conforming with the setback, height, and all other requirements of the Zoning Ordinance. Also, the restrictive covenant relating to the property may be more restrictive and should be checked.

The undersigned Owner or Assignee does hereby accept the above responsibility.

APPLICANT SIGNATURE

DATE

PRINT NAME

ORG/BUSINESS OR OWNER

PHONE

EMAIL