



FENCE ZONING PERMIT APPLICATION

The zoning administrator shall approve the placement of a fence. Applications for zoning approval, which propose fences or walls on or near property lines, shall include a land survey. The zoning administrator may require the property be staked based on the land survey prior to issuing zoning approval.

Applicants are asked to complete the Fence Zoning Permit Application in its entirety and forward it to the Zoning Administrator as part of the permitting process.

Once the Fence Zoning Permit Application and supporting materials are determined to be administratively complete, the City will act on the application.

The fees associated with a Fence Zoning Permit Application are as follows: \$ 5.00

You may submit this form to staff at City Hall located at **66 S. Main St., Cedar Springs, MI 49319**, Monday thru Thursday 7:30 am to 5:30 pm. You may also place this application with appropriate payment in the dropbox located in front of City Hall or mail to **City Hall, P.O. Box 310, 66 S. Main St., Cedar Springs, MI 49319**.

FENCE ZONING PERMIT APPLICATION INFORMATION

1. The City's fence ordinance is found at Sec. 40-446. - Walls and fences.
2. Applications for zoning approval which propose fences or walls on property lines shall include a land survey.
3. Fences shall be installed in a workmanlike manner and be maintained at all times in a state of good repair
4. No fence shall be made of string, chicken wire, agricultural fencing, barbed wire, or razor wire.
5. Fence height:
 - a. Solid/Opaque/Privacy fences may not exceed three (3) foot tall within a front yard.
 - b. Chainlink/wrought iron/picket fences/see-thru fences may not exceed four (4) foot tall within the front yard.
 - c. No fence may exceed a height of six (6) feet behind the front building line of principal structures in residential or commercial districts.
 - d. No fence may exceed a height of eight (8) feet behind the front building line of principal structures in industrial districts.
6. Fences with a decorative side shall be erected with that decorative side facing the adjoining street or abutting property owner's premises.
7. It shall be unlawful to construct any fence in any public right-of-way or across a utilities easement. Any fence constructed in any public right-of-way or across a utilities easement may be removed as a nuisance.
8. No fence shall be erected or maintained on any corner lot or parcel that will, in the opinion of the zoning administrator, obstruct the view of a vehicle drive approaching the intersection.
9. A required wall shall be located on the property line. When approved by the zoning board of appeals and used to screen features taller than six feet, required walls may be constructed to a height up to 12 feet; provided further that all such walls shall be of uniform height around the premises. The design of all walls, including openings for vehicular traffic or other purposes, shall only be as permitted by the zoning administrator.

Individuals wishing to receive assistance in completing the Fence Zoning Permit Application are asked to contact City Hall at 616.696.1330.



Office Use

Fence Zoning Permit

Applicant: _____ Date Submitted: _____

Is Applicant the Owner of property where fence is to be located? Yes No

Daytime Phone Number: (____) _____ - _____ Cell Home Business

E-mail: _____

Property Address: _____

Preferred method of contact: E-mail Phone Mail

Parcel Number: 41- _____ - _____ - _____ - _____ Zoning District: _____

Type and material of fence to be installed (privacy, chain-link, etc.)? _____

Height of fence to be installed? _____

Is the fence to be located within 33 feet from the center of a public road? _____

Will fence be on or near property line? _____

Has a land survey been submitted? _____

Applicant's Signature: _____

BY SIGNING THIS FORM I ACKNOWLEDGE THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND ACCURATE TO THE BEST OF KNOWLEDGE AND THAT I INTEND TO ABIDE BY THE REQUIREMENTS OF SEC. 40-446. I ALSO ACKNOWLEDGE THAT FAILURE TO PLACE THE FENCE ON MY OWN PROPERTY OR FAILURE TO FOLLOW THE REQUIREMENTS OF SEC. 40-446 MAY RESULT IN THE REMOVAL OF THE FENCE AT MY EXPENSE.

City Employee Receiving Application: _____

Zoning Permit Authorization: Yes No Date: _____ / _____ / _____

Zoning Administrator's Signature: _____

Fee Paid: Small Accessory Structure (fence or wall) \$ 5.00

This form shall serve as the Fence Zoning Permit

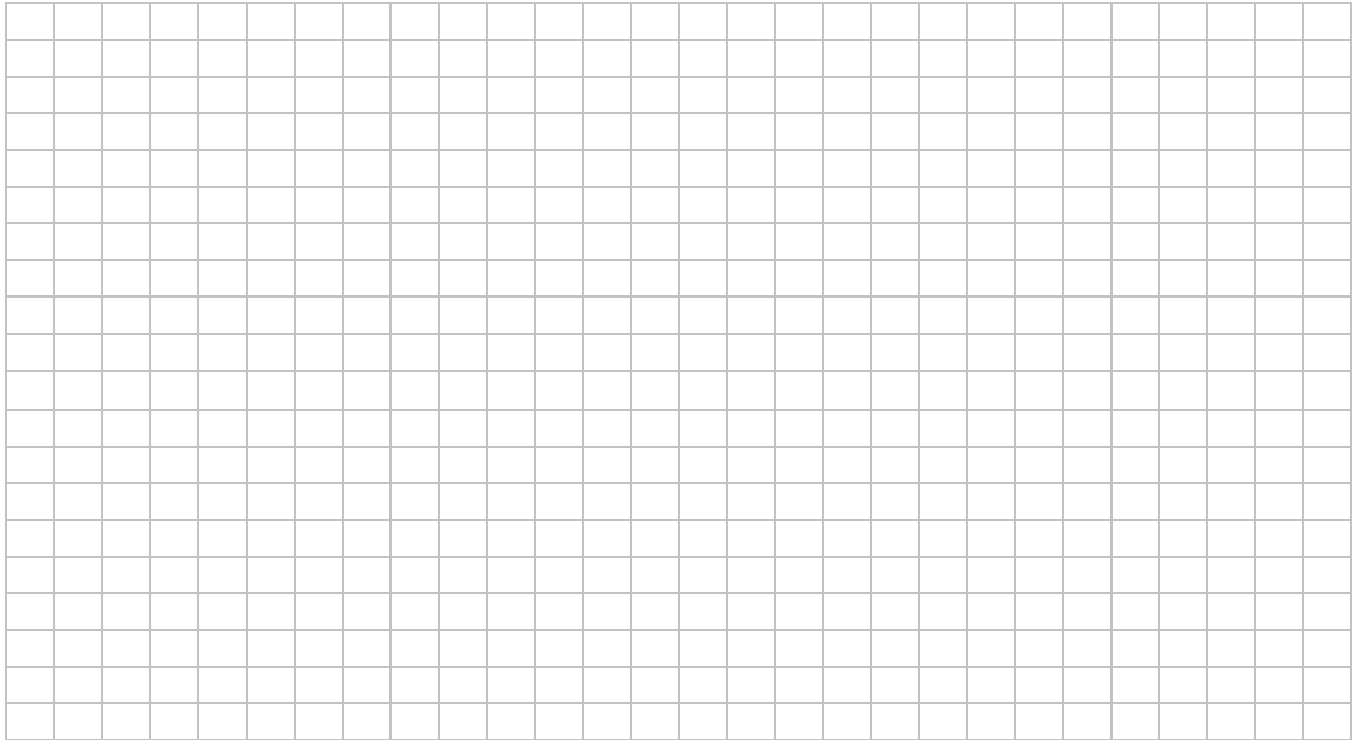
City of Cedar Springs Zoning Permit - Property Sketch

- A complete and accurate drawing is required for all zoning permits.
- Applicant may attach their own separate drawing or use the scale below.
- Permits for fences on property lines must include a survey - City Ordinance 40-446 (a.)

Address: _____ Parcel #: 41- _____ - _____ - _____

Please show and label:

- Property lines
- All setbacks (from front, side and rear property lines)
- All structures
- Creeks or other water bodies on the property
- Driveways
- Easements
- Electrical Lines
- Fences & Gates
- Streets



Example
of
Complete
Property
Sketch

