

**CITY OF HUDSON**

505 3<sup>RD</sup> STREET  
 HUDSON WI 54016-1694  
[www.hudsonwi.gov](http://www.hudsonwi.gov)

# FENCE PERMIT APPLICATION

**NICK O'BRIEN**  
 ASSOCIATE CITY PLANNER  
 (715)386-4775, ext. 143  
[nobrien@hudsonwi.gov](mailto:nobrien@hudsonwi.gov)

Owner's Name	Telephone (Daytime)	Email
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Mailing Address

Applicant's Name (if different than owner)	Telephone (Daytime)	Email
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Mailing Address

Building/Site Address for Fence Location

Type of Fence (Material):

Height (specify inches/feet)	<input type="checkbox"/> New <input type="checkbox"/> Replacement <input type="checkbox"/> Located in Easement*
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State any special circumstances which should be considered:

**ANTICIPATED START DATE:** **Please allow 3-5 business days for staff review of your application.**

In area below (or as an attachment), provide a site plan showing the shape of your lot with dash lines; house, garage and/or other buildings in approximate location, and proposed fence location with a solid line. The city may have a site plan for your property on file to assist you in developing your plan.

**NOTE:** It is the responsibility of the applicant and/or owner to identify property boundaries and location of the fence so that it is placed within the owner's property. The Public Works Department shall review fence applications located near alleyways.

Diggers Hotline (800-242-8511) shall be called prior to digging any holes.

*\*If fence is located in a drainage/utility easement on the property, an easement agreement will be required. Rather than the standard \$50 fee, these agreements cost \$100 to process, require notarized property owner's signatures, and take 2-4 weeks to receive City Council approval.*

The owner/applicant agrees to comply with Chapter 106-16 and all other applicable Municipal Code requirements; understands that the issuance of the permit creates no legal liability on the City and certifies that all of the submitted information is accurate.

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

**Nonrefundable Application Fee of \$50.00 (CASH OR CHECK ONLY) is due with application.**

# Chapter 106. Building Construction and Fire Prevention

## Article II. Commercial Building Code

### § 106-16. Fences.

- A. Permit required. No fence shall be placed, erected or built on any premises in the City, except that on application therefor and for good cause shown, the Community Development Director may grant permits for the erection of fences when such fences will not, in the judgment of the Community Development Director, interfere with public health, safety and welfare.
- B. Application. All applications for fence permits shall be accompanied by a nonrefundable fee as established by the Common Council and shall be submitted to the Community Development Director, who shall inspect the site of each proposed fence and shall consider whether the proposed fence will substantially interfere with the view, light or free flow of air. The Community Development Director may approve or deny applications or submit the application to the Public Safety Committee for its recommendation to the Common Council for consideration.
- C. Wire fences. Wire fences are to be of chain link construction or a vinyl-coated minimum wire gauge of No. 16 with a maximum opening of two inches by three inches.
- D. Wood fences. Redwood shall be preferred for durability. Woods other than redwood may be used, provided that they are suitably maintained or painted.
- E. Height. Fence wire, panels or boards may not exceed a height greater than six feet. The bottom panels or boards shall not be more than two inches above the existing grade of the property, except that the Building Inspector or Zoning Administrator may use discretion to allow a greater area between the ground and the bottom of the fence to accommodate uneven grades of the property. No fence constructed in residential districts shall exceed four feet in height in the front, side or rear yards adjacent to streets, with alleyways not to be considered streets. Fencing around swimming pools shall be in accordance with the Municipal Code, § 106-17C(8). When unusual circumstances exist, exceptions to height requirements may be granted upon application to the Board of Appeals. In considering any requests for an exception, the Board of Appeals shall consider the need for the exception, the effect on abutting property owners and the neighborhood, and the public health, safety and welfare.
- F. Location. The property owner shall be responsible for the proper placement and location of the fence. The City shall not be responsible for determining property lines.
- G. Definition. The term "fence" shall not be construed to include racks or trellises for support of vines or flowers.
- H. Barbed wire. No residential fence consisting wholly or in part of barbed wire shall be erected or maintained in the City.
- I. Security fences. The Council, upon proper application, may approve security fences for commercial and industrial zones of such design and construction, as it shall deem proper.
- J. The side of the fence considered to be the face or finished side (as opposed to the structural supports) shall face the abutting property. The finished side is the side of the fence minimizing the view of posts and supports.

# CITY OF HUDSON FENCE PERMIT FAQs

## 1. How much is a fence permit application?

Fence permits cost \$50 and must be paid via cash or check only. The City cannot accept credit card payments.

If you are placing a fence within a drainage and utility easement on your property, an easement agreement will be required and costs an additional \$50. Please refer to items 9 and 10 below for more information on easement agreements.

## 2. If I'm replacing an existing fence, do I still need to submit a permit?

Depends. If you are replacing an existing fence line with new materials, altering the height, or placing the fence elsewhere within your property, a new permit will be required. Further, any additions to an existing fence will also require an updated permit. Minor work such as replacing a single post or damaged fence panel will not require a permit.

## 3. When will I know if my permit has been approved/denied?

Please allow city staff 3-5 business days to review and process your application. Within that timeframe, you will receive an email notification from the City about your permit approval/denial.

## 4. How tall of a fence can I install?

Residential properties are limited to 6-ft tall fences in side- and rear-yards, or 4-ft along road rights-of-way and in the front-yard. In special circumstances, staff will allow a fence taller than 4-ft along roads only if the fence does not impact the health, safety, or welfare of surrounding residents. These are circumstances that staff will review upon receipt of your permit application with a detailed site map.

Commercial and Industrial properties are also limited to 6-ft tall fences. However, if a taller fence is desired for security purposes, the permit will be formally reviewed by the Common Council for approval/denial.

## 5. What materials can I use for my fence?

Materials must be compliant with Municipal Code, which allows such materials as wood, PVC, chain link, aluminum, vinyl, and TREX. Additionally, you should verify with your homeowner's association any covenants that may apply to your property.

## 6. Do I need my neighbor's permission to install a fence on the property line?

The City advises that you speak with all neighbors affected by your fence project (e.g. if your fence connects to your neighbor's existing fence or will be constructed on a shared property line).

## 7. Are there any setback requirements for fences?

No, Municipal Code does not establish setbacks for fence installations. However, the City retains the right to establish a setback on your property if it is deemed necessary for the public's health, safety, or welfare. These setbacks are likely to occur on property lines adjacent to alleys, roads, driveways, and street corners.

## 8. Will the City come out to inspect my fence once it is installed?

No, the City does not perform fence inspections.

## 9. What is the purpose of an Easement Agreement?

Easement agreements are an agreement between the property owner and the City of Hudson stating that "should the City need to perform maintenance within the drainage/utility easement, the removal of the fence will be a cost incurred solely by the property owner and not the City." It is, in effect, a contract specifying that the property owner understands the "risk" of constructing a fence within the easement.

## 10. What is the process of an Easement Agreement?

If an Easement Agreement is necessary, you will be required to request an agreement through the Community Development Department. Once the agreement is drafted, staff will notify you to come to City Hall to sign and notarize the agreement. You will need to bring a government issued photo ID along with the fence permit and fees if not already submitted and paid. Afterward, staff will bring the agreement forward to Council at their next regularly scheduled meeting for review. Staff would then follow up with applicants of the results of that Council meeting within 1-3 business days.