

City of Sheridan Obtaining a Fence Permit

The process for obtaining a **fence permit** is outlined below. Please attach the required materials to a *Residential or Commercial Building Permit Application*, with “Fence” checked, and submit to the City for review. The City of Sheridan **does not offer** “over-the-counter” permits—all permits are reviewed by Building Department and Planning & Zoning staff as needed.

NOTE: It is the responsibility of the property owner to ensure that fences are placed within property lines. The City does not require, but highly recommends, that you have a survey of your property conducted to correctly identify your property lines. If a fence is incorrectly placed, the property owner shall remove or relocate the fence, at their own expense, within 60 days of a receiving notice of the violation.

Applicability

Fence permits are required for all new, reconstructed, significantly repaired, or altered fences within the city. No permit is required for reconstruction or repair of less than 25% of an existing fence, which has **previously received a permit**.

Regulations

The City of Sheridan allows the following materials to be used for fence construction:

- Masonry;
- Ornamental iron;
- Woven wire or chain link;
- Wood picket (more than 50% open);
- Solid fences (wood or metal, less than 50% open);
- Vinyl, plastic, or composite fence products designed specifically for fencing purposes.

Materials not specifically listed above are not permitted. The following fence types are expressly prohibited:

- Electrically-charged fences;
- Barbed wire;
- Corrugated or sheet metal fences.

Location (See attached diagram)	Residential Districts	Business & Commercial Districts
Front Yard	Must be at least at least 50% open and 42 inches, or less, in height above the adjoining grade.	No fences are allowed in front yards.
Side & Back Yard	Must be placed behind the front building line and be 6 feet or less in height.	Must be placed behind the front building line and be 6 feet or less in height.

Please note the following:

- In the case of a fence erected on top of a retaining wall, the height shall be measured from the grade of the high side. The maximum combined fence and wall height shall be ten (10) feet from the grade of the low side. In the case of a fence erected within two (2) feet of and parallel to a retaining wall, but on the low side of such wall, the height of the fence may be measured from the top of the wall. See attached diagram.

- On corner lots, no fence, retaining wall, or similar obstruction higher than 42 inches and less than 50% open shall be permitted within the sight triangle. Sheridan Public Works reviews all fence permits for sight triangle compliance. See attached diagram.

General Process for Fence Permits

STEP 1: Application Submission and Permit Fee

- Complete either a *Residential* or *Commercial Building Permit Application*, and check “**Fence.**”
- Submit the application to the City of Sheridan with the following attachments:
 - A diagram/sketch (does not need to be to scale or professionally prepared):
 - Indicate **dimensions, location, and materials** of the fence;
 - Show the location of the primary structure and any accessory buildings;
 - Show streets and alleyways, indicate frontage of lot;
 - A Google Maps screenshot, with the above items labeled, is preferred.
 - Itemized list of **material and labor costs** associated with project.
 - Signed “Homeowner’s Permit Acknowledgement” (if the permit is for a residential fence **AND** the work will be done by the homeowner or immediate family, as detailed on the form).
- Staff will collect the permit fee at this time. **The permit fee is based on a valuation of the total cost of the project** and is non-refundable if the permit is denied.

NOTE: If you are using a contractor or company to install the fence, all contractors must be licensed and authorized by the City of Sheridan.

STEP 2: Staff Review

- All required items listed above must be received in order for the Building Official and Planning & Zoning staff to review the application.
- Incomplete applications and/or missing attachments may delay the review process.

STEP 3: Permit Issuance

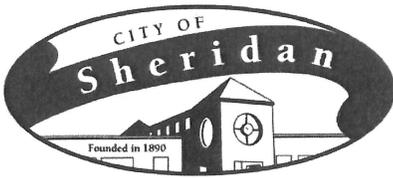
- Once the permit has been approved by both the Building Official and Planning & Zoning staff, the Building Department will create a physical permit card.
- The Building Department will notify you when the permit card is ready to be picked up.
- You must display the permit card in a visible location at the job site until a final inspection has been conducted and the work has been approved.

NOTE: You must be in possession of a valid permit card before beginning any construction.

STEP 4: Inspection

- After all work has been completed an inspection must be conducted by the Building Official.
- Call the number on the front of the permit card to schedule an inspection.
- Inspections must be scheduled no less than 24 hours in advance.

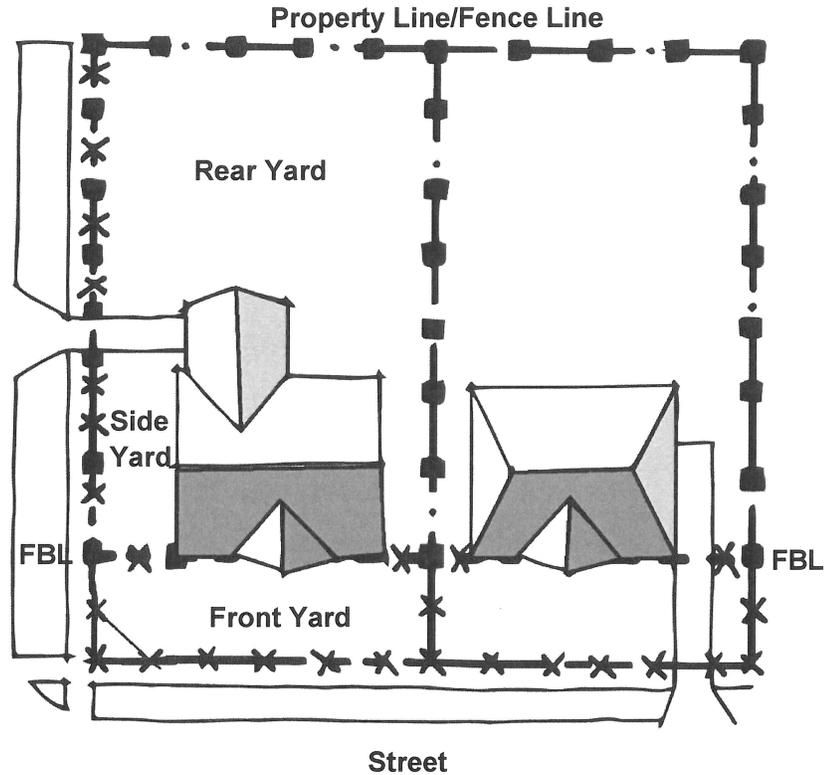
NOTE: This guide does not cover fencing regulations for Industrial-zoned districts (IND), enclosures for swimming pools, or fences around recreational uses. For those specific regulations please contact the Building Official and/or Planning & Zoning staff.



City of Sheridan Fence Permit Guide

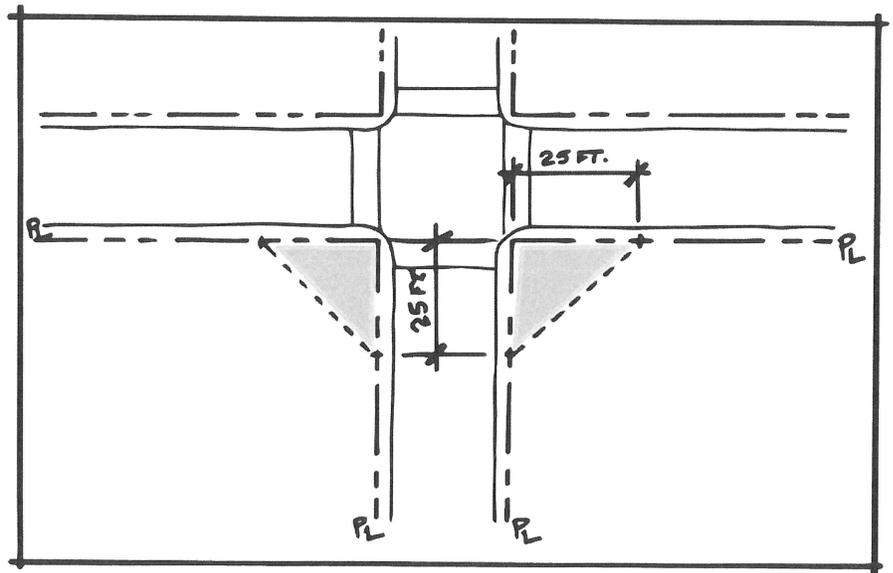
RESIDENTIAL FENCE HEIGHT & PLACEMENT

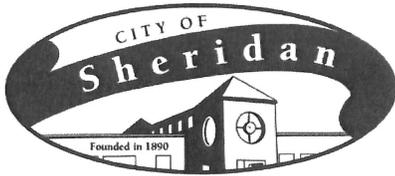
	<ul style="list-style-type: none"> Fence height is limited to 6 feet behind the Front Building Line (FBL) Solid fences are allowed
	<ul style="list-style-type: none"> Height is limited to 3.5 feet Fence must be at least 50% open
	<ul style="list-style-type: none"> Either type of fence, or a combination of the two outlined above, is allowed, depending on location of the "front" of the house



SIGHT TRIANGLE

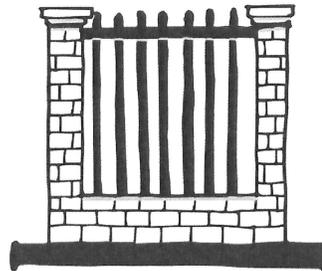
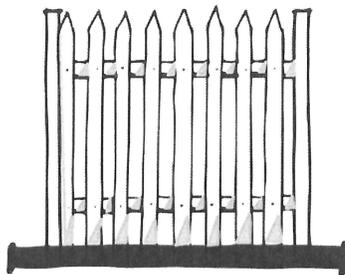
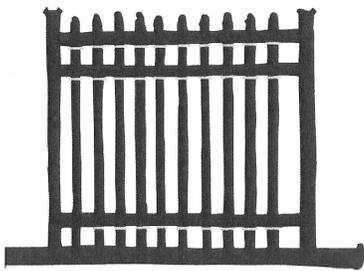
Nothing higher than 3.5 feet, and less than 50% open, is allowed in a sight triangle (indicated in grey).



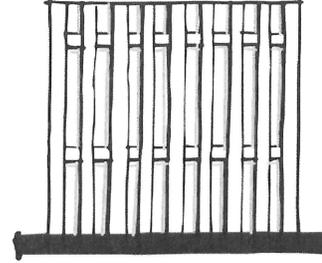
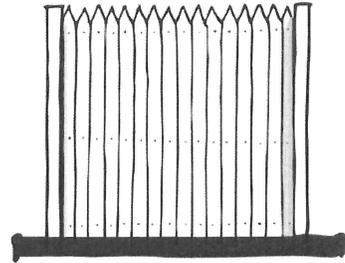
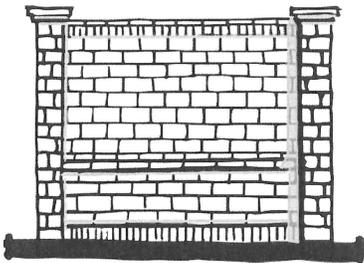


City of Sheridan Fence Permit Guide

EXAMPLES OF FENCE TYPES:



Open
Fences



Solid
Fences

FENCES AT RETAINING WALLS:

For fences located on, or parallel to, retaining walls:

(Fences over 6' require a Building Permit and Engineer's Certification)

