



City of Hilliard, Building Department, 3800 Municipal Way, Hilliard, Ohio 43026

Phone: 614.334.2557 Fax: 614.529.6017 www.hilliardohio.gov



### Application for Fence Permit

Revised: 6/25/2009



1-800-362-2764

CHECK

X

Permit process takes approximately 5 business days..

TYPE OF PERMIT	FEE	INSPECTIONS (see chart)	REQUIRED ATTACHMENTS
Fence	\$5	1 & 6	Permit Application / Surveyor's Plot Plan (3 copies- draw location outline)
A Homeowner's Statement is required to receive the \$5 permit fee, this fee is only available for Single-family homes which are owner-occupied. Without the qualifying statement the Fence Permit fee is \$75. Please refer to our website to view the complete fee listing and explanation.			

Permit process takes approximately 5 business days..

Is the property a corner lot or a through lot?

Type of fence: \_\_\_\_\_

Height of fence: \_\_\_\_\_

Spacing between slats: \_\_\_\_\_

Fences 6 feet or less are permitted by the Zoning Department and no final inspection is required.

Fences over 6 feet are permitted by the Building Department and a final inspection is required.

FENCES SHALL BE ERECTED SO THAT NO EXPOSED POSTS OR SUPPORTING CROSS-ELEMENTS FACE, EXCEPT FOR A FENCE THAT IS THE SAME ON BOTH SIDES SUCH AS SPLIT RAIL, FENCES OR BOARD ON BOARD FENCES, THE PUBLIC OR ANY PROPERTY OTHER THAT THE PROPERTY OF THE PERSON INITING THE REQUEST ON WHICH THE FENCE IS TO BE CONSTRUCTED.

Job Site Address: \_\_\_\_\_ Lot # / Subdivision: \_\_\_\_\_

Contractor: \_\_\_\_\_ Contractor Address: \_\_\_\_\_

Contractor Registration # (Hilliard): \_\_\_\_\_ Contractor's Phone: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Owner's Phone: \_\_\_\_\_

#### Note: conditions of approval if item check below

- Fences are required to be 6" above grade at the center of any drainage swale.
- Contact Ohio Utilities Protection Service (800-362-2764) to have utilities marked prior to construction.

Code Enforcement Review  
date of review/initial

IN CONSIDERATION GIVEN, THE APPLICANT AGREES TO INSTALL SAID WORK IN ALL RESPECTS IN COMPLIANCE WITH THE LAWS OF THE STATE OF OHIO AND THE ORDINANCES OF THE CITY OF HILLIARD, OHIO. NO FENCE SHALL BE ERECTED BEFORE APPROVAL BY BUILDING AUTHORITY. ALL FENCES REQUIRE INSPECTION UPON COMPLETION.

REQUIRED INSPECTIONS (match to chart above)	
1	Plan Review
2	Pre-Pour Inspection
3	Footer Inspection
4	Framing Inspection
5	Mechanical Inspections (HVAC, Elec. & Plumb. permitted seperately)
6	Final Inspection
7	Rough Install Inspeccion
8	Pressure Test

Renters must complete the Property Owners / Tenants Statement completed by both the tenant and the owner - please ask our staff for the document. Fence permits for rental properties are \$75 (Fee exhibit A)

#### Applicants Signature REQUIRED

In consideration given, the applicant agrees to install said work in all respects in compliance with the laws of the state of ohio and the ordiances of the City of Hilliard, Ohio.

\_\_\_\_\_  
Applicant's Signature Date

Application for Fence Permit  
Cash (exact change), Check or Credit Card (Visa& MC), payment accepted

Permit granted by:  
(becomes permit with valid signature)

Authorized Signature / City of Hilliard Date

Permit Number: \_\_\_\_\_

Inspection Line: 614.334.2466

Applicable Fee Schedule: A or **B**  
 If A - Owner/Tenant Statement attached?  
 Yes or No or N/A  
**If B - Homeowner's Statement attached:**  
 Yes or No