



**City of Huntington**  
Community Development  
& Redevelopment

300 Cherry Street, Huntington, IN 46750  
Ph: (260) 356-5146 Fax: (260) 454-5211  
www.huntington.in.us

**FENCE**  
**PERMIT / IMPROVEMENT**  
**LOCATION PERMIT APPLICATION**

DATE APPLIED: \_\_\_\_\_ PERMIT NO: \_\_\_\_\_  
DATE ISSUED: \_\_\_\_\_ RECEIPT NO: \_\_\_\_\_

Department Use Only

Parcel #: \_\_\_\_\_ Township: \_\_\_\_\_  
Subdivision: \_\_\_\_\_ Section/Phase: \_\_\_\_\_ Lot #: \_\_\_\_\_ Zoning: \_\_\_\_\_

Address of Fence Installation: \_\_\_\_\_

PROPERTY OWNER	Name: _____
	Mailing Address: _____
	City/State/Zip Code: _____ Ph: _____

**Individual / Contractor Responsible for Fence Installation:**

Fence Contractor: \_\_\_\_\_  
Name Address Phone

**Type of Work:**  New Fence (including replacement)  Fence Repair (like kind type, height and material) Less Than 50%

**Type of Fence:**  Chain Link (privacy slats:  Yes  No)  Privacy (0"- 3" gap between slats)  Decorative (3"+ gap between slats)  
 Post & Rail (horizontal)  Farm/Wire  Other: \_\_\_\_\_

**Fence Material:**  Wood  Metal  Vinyl  Other: \_\_\_\_\_

**Overall Fence Height:** \_\_\_\_\_ **Est. Date of Completion:** \_\_\_\_\_

**Notes or Additional Information:**

*Please review the information & submittal requirements located on the back of this page prior to submission.*

*I hereby certify that I have the authority to make the foregoing application; that the application and accompanying plans/documentation are correct; and that the Department is hereby authorized to enter the premises to perform required inspections. I further acknowledge that the violation of applicable codes and ordinances may result in the assessment of fines and penalties.*

Department Use Only

**Permit Fee**

Permit Fee: \$ \_\_\_\_\_  
Other: \_\_\_\_\_ \$ \_\_\_\_\_  
Total Fees: \$ \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Approved by:

\_\_\_\_\_ Date \_\_\_\_\_  
Department Representative

Comments/Conditions: \_\_\_\_\_

FINAL INSPECTION: \_\_\_\_\_

**THE FOLLOWING INFORMATION, IF APPLICABLE, MUST BE SUBMITTED WITH THE FENCE PERMIT/IMPROVEMENT LOCATION PERMIT APPLICATION:**

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1. Site plan of the property showing:
  - a. The location of the proposed fence (denoting fence height and type-when installing multiple fence types)
  - b. The setbacks of the proposed fence from all property lines
  - c. All property lines and dimensions
  - d. All streets, alleys, and other rights-of-ways adjacent to the site
  - e. The location of all recorded easements
  - f. The location of all County Regulated Legal Drains (both open ditches and tiles)

**PLEASE NOTE THE FOLLOWING REQUIREMENTS WHICH MAY APPLY:**

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1. Fences may be installed up to shared side or rear property lines, so long as the property owner is able to maintain the fence. When a fence is jointly erected by more than one property owner, a post shall be set on the property line.
2. Shared fences which cross property lines are permissible, so long as a post is installed on the property line.
3. No fences may be electrically charged or have spikes, razor wire, or similar dangerous components. However, barbed wire is allowed on properties zoned agricultural or industrial.
4. No fences may be installed in a recorded easement without written approval from the easement holder(s).
5. All fences must meet a 2' setback from the nearest property line abutting an alley (whether improved or unimproved).
6. No fence in excess of 3' in height may be permitted within a 7' radius of the intersection of two alleys (corner vision clearance).
7. Privacy fences exceeding 3' in height must meet the minimum front yard setback for the zoning district or remain in line with the leading edge of a primary structure.
8. Decorative fences exceeding 4' in height must meet the minimum front yard setback for the zoning district.
9. Decorative fences shall not exceed 4 feet in height when installed within a front yard setback.
10. Maximum fence heights are:
  - a. 8' for properties in industrial zoning districts;
  - b. 7' for properties in all other zoning districts.
11. Applicants are required by Indiana State Law to call Indiana 811 for utility locates prior to digging at 811 or 1-800-382-5544.

**IMPORTANT INSPECTION INFORMATION**

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1. Inspections may be scheduled by calling the Department at (260) 356-5146 during normal business hours 8:00 am - 4:30 pm Monday through Friday (except holidays). You do not need to speak to an inspector to schedule an inspection, any member of the staff can assist you with scheduling and the contractor is not required to be present for the inspection.
2. There is no post hole inspection for fences.
3. Only a final inspection is required for a fence permit. It should be requested once all the fence is installed and complete.
4. Failure to call for a required inspection will result in the assessment of fines/penalties. You may also be required to undo already completed work so that code compliance may be verified by the inspector.
5. If an inspection is failed/denied by the inspector, a re-inspection fee may be assessed and you will be required to schedule a new inspection.
6. Payment of any fines/penalties/re-inspection fees must be paid to the Department prior to any other inspections being scheduled. Payment is required by cash or check only. The inspectors do not and can not accept payment of these assessed fees.

**THE ISSUANCE OF A PERMIT SHALL NOT AUTHORIZE THE VIOLATION OF ANY PROVISION OF THE BUILDING CODE, ELECTRICAL CODE, PLUMBING CODE, ZONING CODE, OR ANY OTHER APPLICABLE CODE OR REGULATION.**