

Napoleon Township

Fence Permit Process

How to Apply For a Fence Permit...

The Zoning Department is providing the following information to aid applicants wishing to apply for a fence permit. To apply for a fence permit your first step is to pick up an application from the Zoning Department.

Submitting the Application:

The next step is to submit a completed application to the Zoning Department with all the required information attached. The required information is as follows:

Fence Permit Application Requirements: Section 6.3

1. The applicant's name and address in full, and a complete description of the relationship to the property owner.
2. If the applicant is not the property owner, the signature of the property owner concurring with submittal of the application.
3. Address of the property.
4. An accurate scale drawing of the property showing location of all buildings and structures and their uses, and location of the proposed fence(s).
5. A complete description and scale drawing of the fence(s), including height and setback dimensions.

All information regarding permitted and prohibited fences can be obtained from the Napoleon Township Zoning Ordinance. The Zoning Ordinance is available online at: www.napoleontownship.us

If there are additional questions concerning fences, contact the Zoning Department at (517) 536-8694 Ext. 209 for details.

Review of Application:

The Zoning Department will review the application to determine if the proposed fence(s) meet the criteria as required in the Summit Township Zoning Ordinance. The Zoning Department may ask for additional information or require changes. In this case, the review process will depend on how long it takes for you to respond.

Application review will typically be completed within 5 working days. The application will either be approved or denied. Approval signifies that all required criteria has been met and the permit is ready to be issued. Denial of the application would be due to the inability to meet the minimum requirements as set by the Napoleon Township Zoning Ordinance, incomplete application, inconsistencies with the application, or other reasons as determined by the application reviewer. Reasons for the denial will be noted and made available to the applicant.

Note

It is illegal to install a fence(s) without a permit.

Fence Permit Application

Applicant Information: _____ Permit No.: _____
Parcel Identification Number(s): _____

Property Address of Fence: _____

Owner(s) of Property: _____

Name(s): _____ Address(s): _____ Telephone: _____ Fax: _____

Tenant/Occupant of Property

Name of Occupant: _____ Contact: _____

Address: _____ Telephone: _____ Fax: _____

Fence Company:

Name of Business: _____ Contact: _____

Address: _____ Telephone: _____ Fax: _____

State Contractors License #: _____

Type of Work: -New Fence -Relocation -Renovation -Replacement -Temporary

Type of Fence: -Chain Link -Stockade -Lattice -Privacy -Barbed Wire -Razor Wire -Electric

Fence Location: -Front Yard -Rear Yard -Side Yard(s) -Entire Property -Pool Area

Zoning District: -Agricultural -Residential -Multiple Family -Commercial -Industrial
AG R-1,RR,MHP RM LC,GC LI,GI

Fence Description:

Length of Fence(s) being installed: Front Yard _____ Rear Yard _____ Side Yard(s) _____ Total _____

Height of Fence(s) from grade: Front Yard _____ Rear Yard _____ Side Yard(s) _____ Other Areas _____

Will the Fence(s) front on more than one street/road? -Yes -No List all street/road names below

Street/Road Names: Front _____ Rear _____ Side _____

Will the Fence project beyond property line? -Yes -No

Are there existing fences(s) on the property? -Yes -No If Yes give Location(s) _____

Attachments:

Please ensure the following has been completed:

1. Completed Fence Permit Application
2. Existing Fence Survey (list any other existing fence(s) on the property including height)
3. Site Plan Drawn to Scale (2 copies showing buildings, curb lines, property lines, and location of fence on property)
4. Street/Road(s) Name(s) and Right of Way (Right of Way confirmation from Jackson County Road Commission)
5. Engineering Drawings, if required for Office, Commercial, Industrial and Other Properties
6. Fence Description Section
7. Fence Zoning Compliance Fee - \$25.00

Declaration of Applicant/Agent

THE ISSUANCE OF A PERMIT SHALL NOT BE CONSTRUED TO BE A PERMIT FOR, NOR APPROVAL OF, ANY VIOLATION OF ANY ORDINANCE ADOPTED BY NAPOLEON TOWNSHIP. I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND STATE THAT THE ABOVE IS CORRECT AND AGREE NOT TO START THIS PROJECT UNTIL THIS APPLICATION IS APPROVED, AND SHALL COMPLY WITH THE LAWS OF THE UNITED STATES, STATE OF MICHIGAN AND THE COUNTY OF JACKSON AND ITS AGENCIES AND THE FENCE REGULATIONS, ZONING DISTRICTS AND THE BUILDING CODE AS ADOPTED BY NAPOLEON TOWNSHIP. ANY VIOLATION OF THE ABOVE NOTED TERMS WILL CAUSE IMMEDIATE REVOCATION OF THIS PERMIT.

APPLICANT SIGNATURE _____ DATE _____ \$25.00 Fee Paid – Date: _____

ZONING APPROVAL _____ DATE _____ Inspection Date: _____
Inspector: _____

Section 6.3 Fence Regulations

6.3.1 Fence Regulation

It shall be unlawful for any person, firm, or corporation to construct, or cause to be constructed, any fence on any property within Napoleon Township, except in accordance with these regulations.

6.3.2 Fee (Deleted 12/09/03)

6.3.3 Location of Fences

All fences shall be located entirely on the property of the owner of the fence and shall not encroach into any road right-of-way. A fence may be constructed on the common property line subject to a written agreement between adjoining property owners and shall be maintained by the adjoining owners unless they agree, in writing, to some other arrangement.

A. Fences not under joint maintenance, as described above, shall be set back from the owner's lot line, as needed, to allow the owner adequate room or space to maintain and repair the fence from his or her property without intruding on the property of another.

B. Fences on lots abutting a body of water shall be set back 50 feet from the high water

6.3.4 Height Regulations

A. Fences located on residential lots shall comply with the following regulations:

1. Only ornamental-type fences shall be located in a required front yard or in a required side yard adjoining a public or private street and shall not exceed four (4) feet in height. Any ornamental or decorative fence shall be constructed so that the ornamental or decorative features of the fence face outward from the owner's property.

2. Fences located in any required side yard not adjoining a street or in any required rear yard shall not exceed six (6) feet in height.

B. Fences on any commercial lot shall not exceed eight (8) feet in height. Fences in a front yard or a street yard shall not be permitted in a commercial district except where required by the Planning Commission.

C. Fences on any industrial lot shall not exceed twelve (12) feet in height and when located in the front or street yard, shall require a minimum of 50 percent (50%) see-through opacity.

D. In determining the maximum height of a fence that separates two adjoining lots that is located within two (2) feet of the common lot line, the maximum height at any point shall be measured from the highest grade at that point within two (2) feet on either side of the common lot line.

6.3.5 Vision Clearance

A fence that is located in the intersection of a driveway and a public sidewalk or a sidewalk along a private street shall not impede vision between the driveway and sidewalk.

6.3.6 Safety of Fences

A. No spikes, nails, barbed wire, or other pointed objects or sharp protrusions shall be placed on, attached to, or permitted to remain on any fence below the height of seven (7) feet, except in the case of fences that enclose farmland in which case barbed wire may be permitted at any height of the fence.

B. Fences shall not contain any electric charge or current, except fences that enclose farmland, in which case electrically charged fence wires shall be permitted, provided that such wires shall be attached to the inside face of the fence posts. All electrically charged fences shall be of a type and make approved by Underwriters Laboratories

6.3.7 Maintenance

Fences shall be maintained so as not to endanger life or property. Any fence which, through lack of repair, type of construction, or otherwise endangers life or property, is hereby deemed a nuisance. If an unsafe condition exists in regard to a fence, the Zoning administrator or other authorized person shall serve written notice to the owner, agent, or person in control of the property on which such fence is located. The notice shall describe the unsafe conditions, shall specify the repairs or modifications required to make the fence safe, or shall require an unsafe fence or any portion thereof to be removed. The notice shall provide a time limit for such repairs, modifications, or removal to be made.

6.3.8 Exemptions

Fences used for the purpose of containing livestock on agriculturally zoned land shall be exempt from the regulations and requirements of this Section except Section 6.3.6. A zoning compliance permit shall not be required for fences constructed on parcels of land larger than 2.5 acres zoned as Rural Residential (RR) or single Family Residential (R-1), however, such fences are subject to all other regulations and requirements of this section.

6.3.9 Standards

The standards set forth in this Ordinance are minimum standards and shall not be construed to limit the authority of the Planning Commission or Napoleon Township Board to impose stricter standards where a fence is constructed pursuant to a conditional use or planned residential development or an open space community. The provisions of this Ordinance shall not supersede or vitiate any recorded deed or subdivision restriction, and such restrictions shall take precedence where they impose more rigid standards than the provisions of this Ordinance.

