

Village of Bratenahl Building Department

411 Bratenahl Rd. Bratenahl, Ohio 44108-1027

Phone 216-681-3706 Fax 216-681-3079

Scott Packard, Building Inspector

APPLICATION FOR A FENCE PERMIT

Contractor: _____

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____ Cell/Pager: _____

Location of Work Site: _____

Owner's Name: _____ Phone #: _____

COST OF PERMIT	
Base Fee	\$ 25.00
\$5.00 per 100 lineal feet or fraction thereof	\$ _____
Inspection Fee 2@ \$35 (post hole and final)	\$ 70.00
TOTAL	\$ _____

PLEASE SUBMIT THE FOLLOWING WITH YOUR APPLICATION:

- A site plan showing the following:
 - Location of the purposed fence
 - Any existing fences
 - Lot lines
 - All structures currently on the property
 - Location of structures on adjacent lots
- A drawing and/or picture of the proposed fence showing the following:
 - Style of the proposed fence
 - Materials of the proposed fence
 - Size of the proposed fence
 - Color of the proposed fence
- Photos of the site and the area of construction, preferably in color.
- Evidence that the necessary property owners have been given the required notice. Applicant is to notify all adjacent lot owners and owners directly across the street.
- Post-hole inspection (38" depth) required or engineered data.

PLEASE NOTE: If the proposal needs to go before the architectural review board, an additional four sets of everything described above will need to be submitted. (All drawings are to have a scale of 1/4" = 1'). There is a 10 day waiting period, commencing after all owners have been notified, which will determine if the project is to be reviewed by the ARB. The ARB meets the second Tuesday of each month; please contact the Building Department for specific dates and times. All plans are to be submitted two weeks prior to the meeting date.

Estimated Cost of Construction: \$ _____

Signed _____ Dated _____

APPROVED _____

1171.06 PERMIT AND INSPECTION.

(a) No fence or wall shall be erected or constructed until an application therefor has been filed with the Building Commissioner, accompanied by evidence that adjoining property owners and any property owner directly across the street from the property on which the proposed fence or wall is to be erected or constructed have been given at least ten (10) days written notice of the proposed application. Such notice shall include a drawing which adequately represents the location of the proposed fence or wall, the height of same and its design, materials and color. The notice shall be deemed given when delivered personally or three (3) days after having been posted, certified U.S. mail, return receipt requested to the residence address of the person to whom notice is required to be given.

(b) The Building Commissioner shall review each application to determine its compliance with this Chapter. No permit shall be issued before the notice period described in Section 1171.06(a) has expired. In any case where the Building Commissioner has determined that the submission may not comply with the regulations hereunder or where a party to whom notice is required to be given has filed an objection, the Building Commissioner shall refer the application to the Architectural and Design Review Board for review and comment and so notify the applicant and any party filing an objection. If such Board does not approve of such application, the Building Commissioner shall not issue the permit.

(c) Each property owner shall determine property lines and ascertain that the fence thus constructed does not deviate from the plans as approved by the Building Commissioner does not encroach upon another lot or parcel of land.

(d) The Village shall furnish such inspection as is deemed necessary to determine that the fence is constructed in accordance with plans submitted for permit, provided, however, that the issuance of such permit by the Village shall not be construed to mean the Village has determined the fence is not encroaching upon another lot, nor shall it relieve the property owner of the duty imposed on him/her herein.

(Ord. 3054. Passed 1-17-01.)

NOTIFICATION TO NEIGHBORS

Date:

Dear Neighbor,

Pursuant to **Bratenahl Ord. 1171.06 Permit and Inspection**, this letter serves as your notification of my intention to install a fence on my property

at _____
(address)

The fence design is as follows:

Height: _____

Linear feet: _____

Style/Material: _____

Color: _____

Location on property:

Sincerely,

Owner: _____

If you have questions or concerns about this project please call the Bratenahl Building Department at:
216-681-3706.