



Date: _____

Fee: \$50 _____ Paid

Approved: _____

CITY OF LONG PRAIRIE
FENCE PERMIT FOR ZONING APPROVAL

Owner/Applicant: _____ Telephone: _____

Property Street Address: _____

City/State/Zip Code: _____

Address where fence is to be installed: _____

Parcel ID number: _____

SUBMITTAL REQUIREMENTS FOR FENCE PERMIT:

Site Plan showing lot dimensions and locations of existing and proposed structure(s) including location of proposed fence or wall gates.

Cross Section and/or Elevations of side views showing:

- Height of the fence itself (the “body” of the fence)
- Height of fence posts
- Spacing from ground surface to bottom of fence body

Certificate of Survey from a licensed surveyor indicating the location of the property line and the proposed fence, unless:

- The proposed fence will clearly be located entirely on the subject property and meet all required setbacks; OR
- Stakes from a previously completed survey are in place and marked; OR
- A signed, written statement from the neighboring property owner is submitted indicating that they do not dispute the location of the fence. (Sample language: “*By my signature, I am stating that I do not dispute the applicant locating a fence as presented in the attached application.*”)

If the fence is in the front yard, on a corner lot (road intersection) please see additional standards on the following page regarding height limits in this area.

Applicant Signature: _____ **Date:** _____

-----For Office Use Only-----

Fee: _____ Zoning District: _____ (R-1, R-2, C-1, A-0, I-2, M-H)

Fence Permit approved by: _____
Zoning Enforcement Officer Date

Type of payment: Cash: _____ Check: _____ Receipt #: _____

CONTACT INFORMATION:

City of Long Prairie
615 Lake St S
Long Prairie, MN 56347
(320) 732 - 2167

PLEASE COMPLETE THE FOLLOWING:

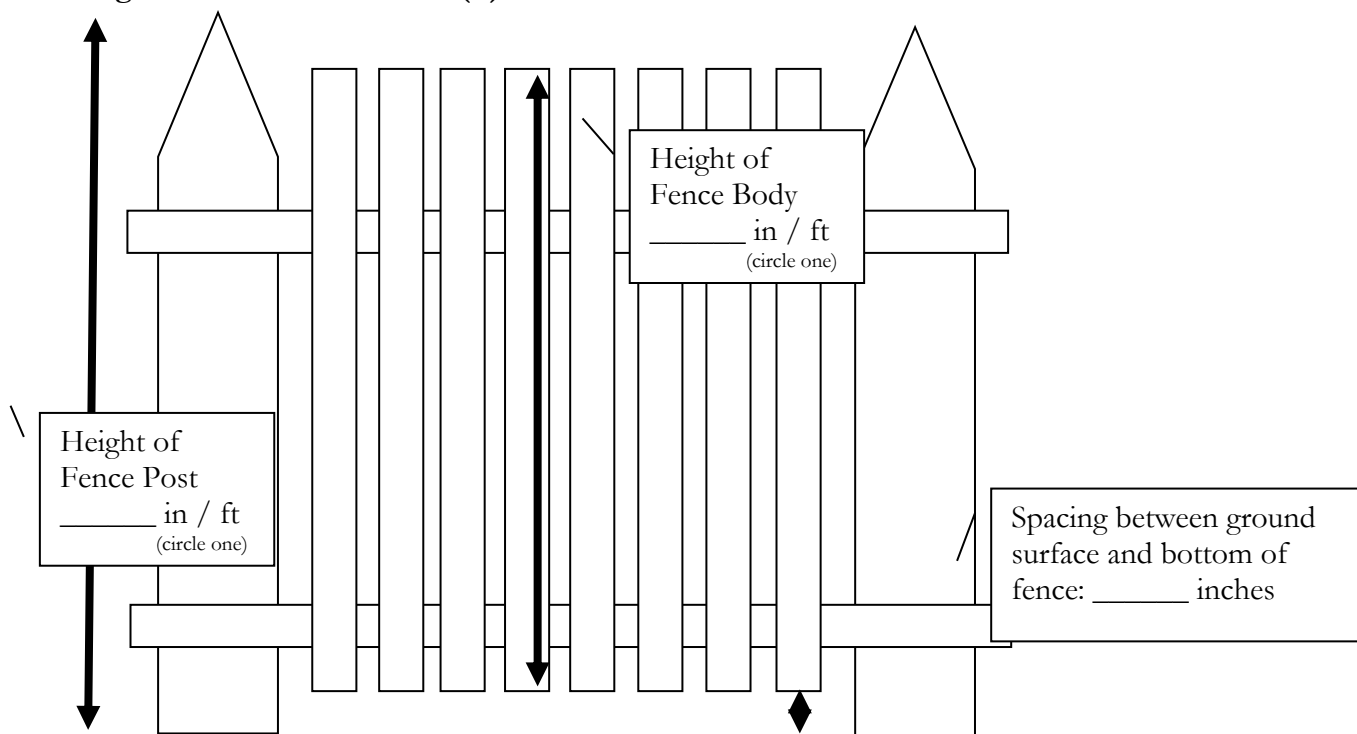
Proposed Fencing Material (circle one):

Wood Split Rail Stone/Brick Plastic/PVC/Vinyl Chain Link Other Metal/Iron

Other (please specify): _____

- **Fence Location on Property:**
☐ Front Yard ☐ Rear Yard ☐ Side Yard
- **Is the fence on a corner lot?** ☐ Yes ☐ No
- **Will the “finished” side face adjacent properties?** ☐ Yes ☐ No

Total Length of fence to be installed (ft): _____



Please include a site survey or site plan with this paperwork.

NOTES:

- **The “good” side of the fence is required to face toward your neighbor or the street:** That side of the fence considered to be the face, the side not attached to the primary structural supports, shall face the abutting property or street right of way.
- **Allowable fencing material:** Approved fencing materials include stone, brick, finished wood, rigid plastic, chain-link, treated of cedar wood, split rail fences or other materials commonly used for fencing. Other materials may only be approved by conditional use permit, except that the following types of fences are prohibited unless specifically allowed otherwise: barbed wire electrical fencing, razor wire, creosote lumber, chicken wire (unless used for the enclosure of gardens), concrete block or poured concrete, plastic webbing, plywood or pressed wood. Notwithstanding the above prohibitions, commercially available snow fencing may be allowed between November 1 and March 15 of each calendar year.

Notes:

1. The use of barbed wire is allowed on the top portion of fencing on commercial or industrial zoned property not to exceed 18-inches on barbwire.
- **On a corner lot,** nothing shall be placed or allowed to grow in such a manner as to materially impede vision between a height of two and one-half feet (2 1/2') and ten feet (10') above the centerline grades of the intersecting streets. For uncontrolled intersections, the regulated area shall extend to the triangle created by connecting the end points of the lines within twenty-five feet (25') of the street intersecting right-of-way lines and for controlled intersections within ten feet (10') of the street intersecting right-of-way lines. Nothing can be built in the city ROW.

FENCE HEIGHT AND SUGGESTED SETBACKS IN RESIDENTIAL DISTRICTS:

Location	Maximum Height¹	Suggested Distance From Lot Line²
Front yard (varies)	6 feet, except on a corner lot, which is 2 1/2 feet.	2 feet unless fence can be maintained entirely from 1 side, and then 0 feet
Interior or street side yard	6 feet	2 feet unless fence can be maintained entirely from 1 side, and then 0 feet
Rear yard (nonshoreland)	6 feet	2 feet unless fence can be maintained entirely from 1 side, then 0 feet. If the property abuts an alley, then 8 feet
Shoreland	6 feet	All fences shall be 10 feet from the lake OHWL and at least 10 feet from any alley or road surface.
Any property line adjoining a business	6 feet unless otherwise allowed by conditional use permit	2 feet unless fence can be maintained entirely from 1 side and then 0 feet

FENCE HEIGHT AND SETBACKS FOR BUSINESS OR COMMERCIAL ZONED PROPERTY:

Location	Maximum Height¹	Distance From Lot Line²
Any lot line	7 feet, unless otherwise allowed by variance	2 feet unless fence can be maintained entirely from 1 side, and then 0 feet

Notes for both:

1. As measured from 6 inches above the adjacent ground level.
2. Does not apply to a lot line which is also a public right-of-way.

ACKNOWLEDGEMENTS/SIGNATURES

I certify that the information provided is true and correct. I understand that:

- Fences must comply with all applicable zoning regulations and setbacks.
- I am responsible for verifying my property lines and easements before installation.
- It is my responsibility to contact Gopher State One Call (811) before any digging.

PROPERTY DISCLAIMER The undersigned is the owner of record and/or agent for the owner of record of the property located within the City of Long Prairie, Todd County, Minnesota, whose address is: _____; that as part of the process of obtaining a building/zoning permit, the undersigned certifies that all of the information in the application, plans and specifications are true and correct. It is the responsibility of the undersigned to identify all property boundaries, easements and/or wetlands existing on the subject property and has identified them on his/her site plan and application. The undersigned further agrees the City of Long Prairie, and its administrative staff and agents relied on the accurateness of this application, plans and specifications relative to this project and holds the City of Long Prairie, and its employees harmless from all liability arising from the granting of this permit.

Property Owner Signature

Date

SUBMITTAL REQUIREMENTS CHECKLIST

Please attach the following documents with your application:

☐ **Site Plan/Survey** showing:

- Property lines
- Location and dimensions of proposed fence
- Distances from property lines and structures

☐ **Neighbor Consent** if fence is placed on or close to shared boundary line (**recommended but not required, the owner is required to certify the fence is on their property with a survey.**)

Neighbor Signature/Address

Date Signed

City Code Requirement

16.524. Fencing. (1) Fences shall not exceed six (6) feet in height in residential districts or eight and one half (8 ½) feet in height in commercial-industrial districts. Fences higher than these will require a variance. Chain link fences used for the enclosure of tennis courts and ball fields may exceed six (6) feet without the need of a variance. Swimming pools of permanent nature must be enclosed by a fence of at least five (5) feet in height. (2) No fence shall be permitted on a public right-of-way or boulevard area without city council approval. (3) The side of the fence considered to be the face (finished side as opposed to structural supports) shall face abutting property. (4) No fence shall be erected on a corner lot that will impede the clear view of an intersection by approaching traffic. (5) Any fence or hedging within the front yard setback shall be no more than 30" in height. Wherever a lot abuts a street or road such lot shall have a front yard setback on each road or highway side of such lot. (6) Acceptable fencing materials shall consist of treated wood, ornamental iron, chain link, vinyl or brick. These fencing material requirements do not apply to agriculturally zoned land.