



City of Fredericksburg
 COMMUNITY PLANNING & BUILDING DEPARTMENT
 715 Princess Anne Street/ P.O. Box 7447
 Fredericksburg, VA 22404
 Telephone: 540-372-1179

FENCE AND/OR WALL PERMIT

Date of Application: _____ Project Address: _____

Zoning District: _____

Is this property located in the Historic District? Yes _____ No _____ (**\$60.00 fee if ARB review required**)

Is this property located in a Gateway Corridor Overlay District? Yes _____ No _____

Applicant Information

Name of Applicant: _____

Address: _____

Phone: _____ Email: _____

Property Owner Information (if different from applicant)

Name: _____ Phone: _____

Address: _____

The following information is required to be submitted with the application:

- Plat, tax map or sketch that shows the proposed location of the fence or wall, applicable easements and alleys
- Height of the fence or wall: **Height:** _____ feet
- Drawing, or photo, of the fence design, materials, and dimensions if located in the Historic District or a Gateway Corridor Overlay District

By signing below, the applicant acknowledges that should any portion of the fence being erected in accordance with this permit interfere with work or access by public employees and/or their agents in the performance of their duties, the fence or portions of the fence may need to be taken down. Replacement of the fence shall be the sole responsibility of the property owner.

Applicant Signature: _____

Property Owner Signature: _____

This permit only grants permission under City Code §72-24 for a fence and/or wall on your property, based on information that you have provided. The City is not responsible for determining that you own the property on which the fence and/or wall will be placed, that all other permissions required to do so are in place (for example, permission from anyone holding an easement on the property), or that you will not be interfering with utility lines.

For Completion by the Community Planning & Building Department

Approved Disapproved

Comments: _____

Development Administrator

Date

If located in the Historic District:

Approved by ARB: _____

Date: _____

This decision can be appealed in accordance with City Code § 72-24.7.

Permit #: _____

A fence application is required for all construction, substantial reconstruction or replacement of fences or walls not required for support of a principal or accessory structure, and to any other linear barrier intended to delineate different portions of a lot.

Temporary fences for construction sites and tree protection fencing are exempted from the application process but shall comply with the requirements of the Virginia Uniform Statewide Building Code.

FENCES AND/OR WALLS:

1. Applicant/property owner is responsible for property boundary locations and any error in fence locations.
2. Authorization from the Architectural Review Board may be required if the fence or wall is to be constructed in the Historic District.
3. Fences or walls shall be located outside of the public right-of-way, and may not exceed 40 inches in height if located within a sight triangle.
4. Fences and walls are permitted on the property line between two or more parcels of land held in private ownership.
5. Fences and walls may be located within any required yard.
6. It is the applicant’s responsibility to ensure that any fences located within easements of any kind or around fire protection facilities, have the necessary authorization from the easement holder. If the City is the easement holder, the Department of Public Works must authorize the proposed structure within the easement. The City shall not be responsible for damage to fences that must be removed by an easement holder to access such easements or facilities.
7. No fence or wall shall be installed so as to block or divert a natural drainage flow onto or off of any other land unless subject to an approved stormwater management plan. Temporary fencing to protect existing trees, limit sedimentation, or erosion is permitted.
8. Fences and walls shall be installed so as not to disturb or damage existing vegetation or installed plant material, to the maximum extent practicable. The perimeter fencing or wall for a single development shall be of a uniform style that complies with the standards of Section 72-56 of the Unified Development Ordinance.
9. Height of fences and walls is measured from the established grade on the highest side of the fence or wall.
10. General Height Standards:

| Zoning district | Location | Maximum height |
|--|--|----------------|
| Any | Within a sight triangle | 40” |
| Residential | Any location on a vacant lot | 48” |
| Residential Commercial Planned Development | Between the front lot line and the front of the principal building | 48” |
| | Any other location on the lot | 72” |
| Industrial | Between the front lot line and the front of the principal building | 72” |
| | Any other location on the lot | 96” |

11. On a Corner or Through Lot:

| Zoning district | Location | Special Circumstance | Maximum Height |
|---|---|---|---|
| Residential Commercial Planned Development | Secondary front yard of a corner or through lot | The secondary front yard abuts a primary front yard. | 72” if the fence is not closer to the secondary front property line than the front of the abutting principal structure. |
| | | The secondary front yard abuts the secondary front yard of another lot. | 72” |

See Section 72-56.2 of the Unified Development Ordinance for additional height standards.

S. Zoning Permit

1. General Description

The term “Zoning Permit” is the process used for review of several different application types, including:

By the Zoning Administrator:

- **Accessory Structure Permit** – A permit required for construction of any accessory structure subject to the standards in UDO Section 72-42.
<https://www.fredericksburgva.gov/documentcenter/view/340>
- **Antenna Structure Permit** – A permit required before to ensure that proposed antennas or other structures are permitted in the zoning ordinance and that they comply with all zoning requirements in the UDO.
<https://www.fredericksburgva.gov/Search?searchPhrase=Antenna%20Structures%20Permit%20Application&page=1&perPage=10>
- **Certificate of Zoning Use** – A document indicating that a proposed development or use complies with all zoning-related requirements in the UDO.
<https://www.fredericksburgva.gov/documentcenter/view/345>
- **Fence/Wall Permit** – A permit required for construction of any permanent fences or walls two or more feet in height subject to the standards in UDO Section 72-56.
<https://www.fredericksburgva.gov/documentcenter/view/7984>
- **Home Occupation Permit** – A permit required before a homeowner or renter may operate a business out of a residential dwelling, subject to the standards in UDO Section 72-42.6.D.
<https://www.fredericksburgva.gov/documentcenter/view/9889>
- **Homestay Permit** – A permit required before a property owner can use a residence for short term lodging rental, subject to the standards in UDO Section 72-42.6.E.
<https://www.fredericksburgva.gov/documentcenter/view/10528>
- **Temporary Use Permit** – A permit required prior to operation of a temporary use or installation of a temporary structure, subject to the standards in UDO Section 72-43.
<https://www.fredericksburgva.gov/documentcenter/view/360>

By the Development Administrator:

- **Sign Permit** – A permit required for installation of a sign, subject to the standards in UDO Section 72-59.
<https://www.fredericksburgva.gov/documentcenter/view/357>

By the Stormwater Administrator:

- **Land Disturbance Permit** – A permit required for all development located in the Chesapeake Bay Preservation Overlay District (CBPO) that will disturb 2,500 square feet or more of ground area in Resource Management Areas or 10,000 square feet or more in all other areas, subject to the standards in UDO Section 72-34.5.
<https://www.fredericksburgva.gov/documentcenter/view/7078>

2. Review Procedure

- a. Applicant submits an application and fee to the office of the Zoning Administrator, Development Administrator, or Stormwater Administrator, as appropriate.
- b. The Administrator reviews the application for UDO compliance within 15 days.
- c. The Administrator may approve, approve with conditions, or deny the application.
- d. Decisions of the Zoning Administrator may be appealed to the Board of Zoning Appeals within 30 days of the decision date in accordance with Code of Virginia Section 15.2-2311.

3. Things to Know

Certificates of Zoning Use

Certificates of Zoning Use are required for all forms of development, a new use, change in use, change in ownership (prior to obtaining a business license), or change in the business location. A Business License must be obtained from the Commissioner of Revenue before any nonresidential use begins to operate in the City.

Home Occupation Permit

Anyone conducting a home-based business must obtain a Business License from the Commissioner of Revenue after obtaining a Home Occupation permit from the Planning Office.

Signs

The design of signs in Historic Districts requires a Certificate of Appropriateness from the Architectural Review Board. The design of signs in the Princess Anne Gateway Corridor Overlay and Lafayette Boulevard Gateway Corridor Overlay require approval of the Development Administrator. Signs being erected, constructed, posted, painted, altered, or relocated require a sign permit. Applicants should check with the Development Administrator before modifying or adding any signage.

4. Submittal Requirements

Applications are available on the City's website or in the Planning Services Division and Building Services Division. Links to the applications are also available in Part 3 of this Procedures Manual.

Process Flow Chart **Administrative Permit**

