

## CITY OF EUDORA – GUIDE TO INSTALLING A FENCE – QUESTIONS AND ANSWERS

- A. When do I need a fence permit?
- A permit is required for the installation of any new fence on private or public property.
  - A permit is required if 33 percent or more of an existing fence is being added onto, repaired, remodeled or replaced, etc.
- B. How much time does it take the city to review and issue a fence permit?
- In most cases the permit will be ready for pickup, seven working days after submittal and review.
- C. What is the fence permit price?
- The price is set per approved fee schedule and is subject to change.
- D. What type of information do I need to furnish in order to apply for a fence permit?
- The type of fence you are installing (I.E. wood, chain link, etc.) the spacing between pickets and the height of the fence.
  - Provide a plot, site plan or mortgage survey sealed by an architect, engineer or surveyor registered in the State of Kansas (I.E. This shows the property boundaries and normally the location of the house on the property, with any recorded easements, etc. On the property)
  - Meet with the building Inspector to discuss the property, any issues and to complete a Building Permit.
- E. If I have a privacy fence can I place the finished side towards my house?
- No, the finished side must face outward from your property. The posts and beams (I.E. Supports) shall be on the inside (I.E. commonly referred to as a “good neighbor” fence) the alternative is a shadow type fence (I.E. Pickets on the inside and outside).
- F. Where can I build my fence?
- A privacy fence may not be constructed in the front yard or beyond the front plane of your house.
  - A fence, regardless of type, must be placed a minimum of ten feet from the property line along any street side yard right-of-way (I.E. It is measured from the property line – in – ten feet - towards the structure).
  - A fence, regardless of type, cannot be installed in an easement that is required for drainage of storm water.
  - Fences constructed in the front yard must be a picket or chain link (I.E. Open faced) style fence, with the pickets or wire spacing no more than – four inches apart.
  - Gates must be installed for emergency, city and utility access into the fenced in area.
- G. What are the fence setback requirements? (Note: Also refer to item ‘F’ – Above)
- Front yard: a. the fence can be installed only to your platted front property line and at no time can it be installed across a sidewalk or installed into a right-of-way. b. A fence can be installed into an utility easement, as long as the fence is installed no closer than three feet to the sides and back of any electrical pedestal, electric transformer, electric utility pole, water valve, water meter, or sewer manhole, etc, and no closer than ten feet in the front of any electrical pedestal, electric transformer, electric utility pole, water valve, water meter, or sewer manhole, etc. (Note: the ten foot front setback from in front the before identified utilities, can normally be accomplished by an approved installation of a gate, four foot – plus-wide, in the front of the before identified structures).
  - Side yards: a. the fence can be placed up to your (I.E. Interior) side property line. b. The fence can be placed up to ten foot from the (I.E. Exterior – street – corner lots) side yard – property line.
  - Back yard: a. Where the property abuts an alley easement, the fence must not be placed closer than, six inches to the platted alley edge. B. A fence can be installed into an utility easement, so long as the fence is installed no closer than three feet to the sides and back (See: G.1.b. above).
- H. How tall can I build my fence?
- Your fence can be the height of 6 feet maximum, for the side and backyards.
  - Your fence can be the height of 3 feet maximum, for the front yard.
  - Your fence must be constructed a minimum of 2 inches off the ground (I.E. Measured from the dirt, not the grass).

NOTE 1: No type of appurtenances, structure or building be placed over or through a platted public access, drainage easement, alley, right-of-way, or pedestrian easement, etc. Nor onto any other property owners land, regardless if permission is given or not.

NOTE 2: At no time can a fence placed on private property have barbed wire, concertina wire, sharp barbs or broken glass, etc. placed with, on the top of or on the bottom of any fence without the City of Eudora's written approval.

NOTE 3: The City Codes Administrator is responsible for enforcing, issuing and approving permits, plans, & setback regulations, etc. The City Codes Administrator, Public Works Superintendent, Electrical Superintendent, Police Chief are responsible for enforcing the life safety regulations.

NOTE 4: The building, installing, remodeling or replacing, etc. of any type of appurtenance, structure or building, etc. on any property within the City of Eudora, without applying for and or receiving permission to proceed, and the failure to schedule an inspection for the compliance of installation, is a violation of the adopted laws, ordinances and codes, etc. will be prosecuted.

I HAVE READ AND RECEIVED A COPY OF THIS FOR MY RECORDS.

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_