

## FENCE PERMIT/APPROVAL INFORMATION

The fence approval process is different based on the height of your fence and the use of your property.

**Please Note a Building Permit is required for any fence installed on a commercial property. This includes residential properties that exceed three dwelling units.**

**STEP ONE** - How tall is your proposed fence?

If greater than six feet in height, a building permit is required. This is for any location within the city no matter what the zoning district.

If six feet in height or less and residential, either a Zoning Certificate of Compliance or a Certificate of Appropriateness is required - depending on the location as follows:

- **Not** in a historic district - a Certificate of Compliance is required
- **In** a Historic district - a Certificate of Appropriateness is required.

Please note that if a fence has a gate that swings into the right of way, even in a residential installation, a building permit is needed because DOTE will review the proposal.

**STEP TWO** - Design and Construction Information

If a Certificate of Compliance or Certificate of Appropriateness is required, then information including a site plan showing the location of the fence, the height of the fence and the opacity (ability to see through the fence) is required. A Certificate of Appropriateness application also requires details on the aesthetics of the design.

If a building permit is required, then conformance with City of Cincinnati Zoning Code, Cincinnati Building Code, Ohio Building Code, Residential Code of Ohio and all other applicable laws and ordinances is required. Drawings and site plans showing the fence location, property lines, fence height and design and footer/attachment to ground should be submitted with your building permit application.

**STEP THREE** - Submittal of application

For Certificate of Compliance or Certificate of Appropriateness applications, submit one copy to the Zoning Department at 805 Central Avenue 5<sup>th</sup> floor Cincinnati, OH 45202 or email a digital copy to [ccpbpermitcenter@cincinnati-oh.gov](mailto:ccpbpermitcenter@cincinnati-oh.gov) Call 352-2430 for more information.

For building permit applications, submit four copies of your drawings and the application to the Building and Inspections Department at 805 Central Avenue 5<sup>th</sup> floor Cincinnati, OH 45202. Call 352- 3271 for more information. Please note that a building inspector will visit the site to inspect the construction.

## **FEES**

The fee for the Certificate of Compliance or Certificate of Appropriateness is \$142.80 (this includes all surcharges). A check can be submitted or payment with a credit card can be made. If you submit via email, a staff person will call you to get your credit card information to process the fee.

The fee for a building permit is based on the value of the construction as well as an application fee and a processing fee. This will be determined by Building Department staff at the time you submit.

## **STEP FOUR - Approval**

For a Certificate of Compliance or Certificate of Appropriateness, the certificate will be emailed to you after review of the application. There is no field inspection of the fence after construction.

For a Building Permit, the building department staff will call you when the permit is approved by all relevant departments.

## **Other Information**

- The maximum fence height allowed is six feet (without a variance).
- In residential areas, a maximum six foot tall privacy fence can be constructed in the interior side or rear yard.
- In residential areas, the maximum fence height in front yards (including double-frontage lots) and corner side yards is four feet and the fence has to be at least 50% opaque (50% see through).
- Fences should be constructed entirely on your property including the foundation/footer, so the concrete can extend to the property line, but not over the line.
- The good side of a fence may be positioned to face any direction.
- Electrical, barbed and razor wire fences are prohibited in all areas except industrial zones. In an industrial, commercial or riverfront zones, an electric or barbed wire fence is a conditional use.