



CITY OF FLAT ROCK

DEPARTMENT OF BUILDING & SAFETY

25500 Gibraltar Road, Flat Rock, MI 48134
Telephone (734)782-0445 Fax (734)783-0304
www.flatrockmi.org

Fencing Application Process

In order to expedite your fence permit, please provide the following information with the permit application.

- Provide a building permit application **completely filled out** to include all contact information for both the property owner, contractor and or architect.
- Provide a complete plot plan which includes all property dimensions, location of existing structures, sheds, garage, all with dimensions from the property lines, dimensions for all structures, location of any easements and size.
- Clearly indicate on plot plan the proposed fence location
- Provide copy of a certified survey
- Provide a copy of the signed HOA approval letter (if applicable)
- Indicate type of fencing (i.e. 6' privacy, wood, vinyl, vinyl covered 4' chain link, etc.)

If your property is in a newer subdivision, more than likely our department will have a copy of a plot plan on file that was used during the initial construction of your home. You can request a copy be sent to you.

Here are some general guidelines to assist in your planning:

- **All fence post** must be set in 42" concrete
- 6' privacy fence must have a 3" clearance at bottom of fence
- All property irons must be exposed at time of post hole inspection
- If using a chain link fence or vinyl/wood privacy fence, the chain link and or privacy fencing must be installed on your neighbors' side of the new post
- Six-foot Privacy fencing must not extend beyond rear of the primary structure
- Four-foot Chain link fencing must not extend beyond the front of the primary structure
- If you have a corner lot, or plan on leaving an existing fence in place, then please call our office for guidance. There are many local zoning requirements that pertain to these types of situations.
- If proposed fencing is to be installed around a pool / yard, then you must follow all guidelines for the 2015 International Swimming Pool and Spa Code (ISPSC)—this code identifies requirements for gates, latches, alarms, etc. Please call our office for guidance.
- Required inspections are: Post hole and Final

Please feel free to call our office if you have any questions and or concerns at 734-782-0445

Building and Safety Department