



**WINDSOR
HEIGHTS**
the heart of it all

City of Windsor Heights

www.windsorheights.org

1145 66th Street, Suite 1 • Windsor Heights, Iowa 50324 •
515-279-3662 • Fax 515-279-3664

FENCE AND WALL PERMIT – single and two-family

Date of Submission: _____ Fee Amount: \$100

Please submit the following information:

1. A completed fence/wall permit application.
2. A site layout of the proposed fence/wall, including construction materials and proposed height of the fence/wall from ground level. See example site layout (NOTE: The City of Windsor Heights does not locate property lines)

PROPERTY OWNER NAME: _____

STREET ADDRESS: _____

EMAIL ADDRESS: _____ PHONE: _____

APPLICANT NAME & ADDRESS (if different): _____

_____ PHONE: _____

TYPE OF FENCE

- ☐ Chain link
- ☐ Board or picket
- ☐ Wrought iron
- ☐ Other

FENCE/WALL HEIGHT (including posts): _____

LINEAR FEET OF FENCE/WALL: _____

1. Have the corner property boundaries or boundary monuments (metal pins) been found and the property lines defined?

☐ Yes ☐ No ☐ Other _____

2. Will the finished side of the fence face toward adjoining properties/streets?

☐ Yes ☐ No ☐ Other _____

3. Is the fence proposed to be located over a public easement?

☐ Yes ☐ No If yes, approval by the Zoning Administrator is required.

PROPERTY OWNER RESPONSIBILITIES:

1. Call Iowa One Call before you dig– 1-800-292-8989
2. Ensure that the fence is located on your property in accordance with section 172.05 of the Zoning Ordinance
3. Maintain the fence on both sides.
4. Ensure that the fence will be maintained in a state of good repair and kept safe for pedestrian or other traffic.

I acknowledge that the above information is correct, and that I will ensure that the fence/wall is constructed and installed in accordance with the approved plans submitted and the regulations set forth in the City of Windsor Heights City Code and Zoning Ordinance.

Applicant Signature _____

_____ Date

- ☐ Approved
- ☐ Denied

Zoning Administrator _____

_____ Date