IF YOU BELONG TO A HOMEOWNER’S ASSOCIATION, ALWAYS CHECK WITH THEM FIRST BEFORE SUBMITTING PLANS TO THE BUILDING DEPARTMENT.

DECK APPLICATION
1. Along with the permit application form, submit two copies of the overhead view (see below) on a copy of your official topographical survey indicating exactly where the deck will be situated. Indicate where it will be on the lot and how far away from the property lines. Also, include two copies of the complete deck construction plans. An electric receptacle is required within the square footage area of a deck. Indicate on the drawings where the receptacle is currently located or will be located after installation.

FENCE APPLICATION
1. All fences regardless of height must have a permit. Fences in the side or rear yards shall have a maximum height of 6’ feet. Fences in the front yard shall be a split rail style and be a maximum of 3’ feet in height. Fences shall be constructed so the finish side of the fence must face the adjacent lot.
2. Along with the permit application form, submit two copies of the overhead view (see below) on a copy of your official topographical survey indicating exactly where the fence will be in the yard in relation to the property lines. Indicate the height of the fence from grade and the total fence length. Fences can go up to but not over the property line. Property pins must be exposed and marked by the owner and verified by a Building Inspector. Call the Building Department to schedule a property pin inspection.
3. Indicate if there are other houses around you or if this is a corner lot. A fence on a corner lot may require a variance. Refer any questions regarding corner lots to the Building Department.

ACCESSORY BUILDINGS APPLICATION
1. Along with the permit application form, submit two copies of the overhead view (see below) on a copy of your official topographical survey indicating exactly where the accessory building will be located in the yard and distance from property lines. Indicate the distance from any other structures on the property. Also, include two copies of the accessory building construction plans or two sketches of what the accessory building will look like completed or two pamphlets from the place of purchase.
2. Accessory buildings must be at least 20’ from ANY residential dwelling and at least 5’ from the rear and side property lines.
3. A lot less than 34,000 square feet may have an accessory building no larger than 192 square feet (12’ X 16’) and no higher than 12’. For lots larger than 34,000 square feet, please call the Building Department at (440) 580-3105.
4. An accessory building definition is a structure used for storage or a structure that children use as a playhouse.

Refer to the attached sketch for further clarification.

Revised 2/12/13
ACCESSORY STRUCTURES AND FENCE REGULATIONS

Accessory structures must be located a minimum of 5' feet from property lines and a minimum of 20' feet from the dwelling.

Provide the distance from the deck to the property line.

6' foot high fences are permitted in side and rear yards. Fences can be located on the property lines.

3' foot high fences are permitted in the front yard. Only split rail style fences are allowed.
On a corner lot, fences, walls and hedges shall be set back from the side street right-of-way and any sidewalk not less than twelve feet (12’) if the fence, wall or hedge is four feet (4’) in height or less and not less than sixteen feet (16’) if the fence, wall or hedge is higher than four feet (4’) in height.

Fences, walls and hedges shall be permitted along a side and rear yard lot line to a height of not more than six feet (6’) above the average grade.

Fences and hedges shall not be permitted along a side lot line in the front yard, except a two-rail type of fence not to exceed forty-two (42”) inches in height.