

FENCES

Fences can be both decorative and functional. While there are no setback requirements for fences, it is recommended that the fence be placed approximately 1' from all property lines to prevent possible encroachment onto adjoining properties.

Below is information to help you through the permit approval process.



PERMITS REQUIRED

- **Zoning / Conservation Compliance Permit** for fences 6' in height or less.
- **Building Permit** for fences over 6' in height.

BEFORE OBTAINING A PERMIT

Reviews and Approvals

- **Zoning Review** is required to determine if the fence complies with the criteria outlined in the Bedford Zoning Bylaw. If the fence does not comply with the zoning bylaw requirements then modifications must be made in order to comply or the applicant must seek relief through the Zoning Board of Appeals.
- **Conservation Review** is required to determine if the fence is within the Conservation Commission's jurisdiction. If it is determined that the fence must go before the Conservation Commission for review and/or approval then this process must be completed prior to the issuance of the building permit.
- **Historic District Commission Review** is required when the subject property is located within the Historic District and the fence can be seen from a public way. If review/approval is required then this process must be completed prior to the issuance of the building permit.

OBTAINING A PERMIT

Minimum Submission Requirements for fences 6' in height or less.

- **Zoning / Conservation Compliance Permit Application** completed in its entirety and signed by the owner of the property.
- **Certified Plot Plan** stamped by a registered land surveyor. The plot plan must be to scale and show the fence as it relates to property lines, street lines and other structures

on the property.

Minimum Submission Requirements for fences over 6' in height.

- **Building Permit Application** and all supplemental information completed in its entirety and signed by the authorized agent (contractor) **and** the owner of the property. If the owner of the property is securing the permit then the *Homeowner Waiver* portion of the application must be filled out indicating that they will be responsible for the work associated with the permit.
- **Certified Plot Plan** stamped by a registered land surveyor. The plot plan must be to scale and show the fence as it relates to property lines, street lines and other structures on the property.
- **Building Plans** must be submitted in duplicate on a minimum sheet size of 8.5x11 inches (no pencil) with a minimum scale of 1/4 inch = 1 foot (all dimensions must be shown).

*****Please be advised that if there are unique circumstances involving any given project or unique framing methods are being used then the Building Official reserves the right to require additional information beyond what is required to be submitted in order to ensure compliance with the Massachusetts Building Code, 780 CMR.*****

Plans must show the following information:

Footing Detail (minimum required depth of footing is 48") showing size and depth of footings.

Fence Detail showing the height and style of the fence and type of material of which the fence is constructed.

The submitted information is reviewed by the Building Official. While some projects may be more complex than others, typically the plan review for these types of structures is 1 to 2 days. If clarification or more information is needed then the Building Official will contact the licensed contractor or homeowner (if they are securing the permit) which may prolong the issuance of the permit.

Once the permit is ready, the licensed contractor or owner will be contacted by our staff to notify them that the permit is ready to be picked up and the permit fee amount required to release the permit.