



CITY OF BALDWIN FENCE PERMIT APPLICATION

30239 128TH STREET, BALDWIN, MN 55371
(763) 389 - 8931

RETURN TO: CITY.CLERK@BALDWINMN.GOV

PROPERTY OWNER INFORMATION

Property Owner Name _____

Address (job site) _____

City _____ Zip Code _____

Email _____ Phone _____

CONTRACTOR INFORMATION

Contractor Name _____ Contact Person _____

Address _____

City/State _____ Zip Code _____

Email _____ Phone _____

FENCE INFORMATION

Height: **Setbacks:** Front Side Side Rear

Type: ☐ Boundary ☐ Privacy ☐ Pool ☐ Kennel ☐ Decorative
☐ Screening (subdivisions, businesses, institutions) ☐ Security (industries, institutions) ☐ Other _____

Materials: ☐ Chain Link ☐ PVC/plastic ☐ Vinyl ☐ Composite Wood
☐ Cedar/Natural Wood ☐ Iron/Steel ☐ Aluminum ☐ Other _____

Fence Permit Fee: \$50

Payment is required at the time of application.

The undersigned agrees that upon approval of the fence permit, ALL WORK TO BE DONE AND ALL MATERIALS USED SHALL COMPLY WITH THE PLANS AND SPECIFICATIONS herewith submitted and with all the ordinances of the City of Baldwin applicable hereto.

By signing below, the applicant recognizes that it is solely the applicant's responsibility to assure that the fence, as installed, does not encroach onto abutting property, public rights-of-way or into a drainage and utility easement unless approved by the City Engineer. If a fence is located within a drainage and utility easement and City access is required, the City is not responsible for replacement of the fence and/or any damage to the fence caused by accessing the easement.

The application is not complete without a survey or other scale drawing acceptable to the City showing the proposed fence location.

We accept cash, check, and credit cards (includes a 2.9% processing fee plus 30 cents per transaction).

The approved permit will be emailed to you.

☐ Applicant is
property owner

☐ Applicant is
contractor

Signature _____

Date _____

SUBMITTAL REQUIREMENTS

- ☐ A completed Fence Permit Application. A building permit is also required for fences seven (7) feet in height or greater.
- ☐ A Certificate of Survey of the property or an accurate, scaled drawing of the property indicating the location of the house, garage, accessory buildings, other improvements, and the proposed fence location, denoting the "Front", "Side", "Rear" yards, all in relation to the legal property lines. Please also label roads.
- ☐ A drawing or picture of the proposed fence including materials and proposed height of the fence.
- ☐ Locate the corner monuments or have a surveyor define the lot lines. Survey pins may be found just below the grass utilizing a metal detector.
- ☐ You can submit this permit in person, by mail or e-mail to: **city.clerk@baldwinmn.gov**

FENCE REGULATIONS

All fences shall be entirely on your property, inside all property boundaries and shall not extend into public rights-of-way.

The 'face' or finished side of the fence must be toward the neighbors/public street; the fence posts should be on the inside.

Maximum fence height is limited to seven (7) feet in rural districts and twelve (12) feet in commercial/industrial districts.

Fences located in front yards and along other property sides abutting public rights-of-way shall not exceed five (5) feet and must be 75 percent open. Fences on corners shall be setback per the Traffic Visibility Triangle parameters defined by City Code Section 900-16-8.

Fences located on riparian lots within the Shoreland Overlay District to be constructed within the Shoreland Impact Zone shall be limited to four (4) feet in height and 75 percent open.

No fence shall impede drainage and stormwater runoff.

Gates shall be provided to allow for reasonable and convenient access for public safety and maintenance, including boulevards or other areas of the property not enclosed by the fence.

Fences are not allowed within drainage and utility easements except as may be approved by the City Engineer. In such case, a signed Encroachment Agreement shall be executed and shall be recorded by the City with Sherburne County.

Both sides of any fence shall be maintained in a condition of reasonable repair and appearance, so as not to cause a danger or become a nuisance, either public or private.

FENCE PLAN

Please provide a scale drawing of your property below or attach a copy of your site survey. Be sure to indicate the location of the house, garage, accessory buildings, other improvements, and the proposed fence location, denoting the "Front", "Side", "Rear" yards, all in relation to the legal property lines. Please also label roads.

