

Sec. 17-183. FENCES

1. No fence shall exceed six feet (6') in height unless a special exception is granted by the Board of Adjustment for such fence.
2. No fence shall be erected prior to obtaining a building permit from the Building Inspector.
3. The finished side of a fence shall face outward from the property on which the fence is located when such fence is located on a property or lot boundary line. Likewise, the side of a fence containing the posts or poles and other bracing appurtenances shall face inward to the property on which the fence is located when such fence is located on a property or lot boundary line.
4. When erected near a property or lot boundary line, the entire fence including any of its supporting structures or appurtenances shall be contained within the property on which the fence is being located.

Building Permits ARE required before beginning New Construction, Additions, Alterations of Existing Buildings or Major/Structural Repairs.

Building Permits ARE also required for fences, pools, and siding.

Signs and Demolition (not a part of a building permit) require an application for a separate permit.

Building Permits are NOT required for ordinary non-structural repairs, including replacement windows for which there are no framing changes.

APPLYING FOR A FENCE PERMIT

1. Fence Permit Application- Filled out accurately, stating specifically the proposed work to be completed. Owner/contractor signature, Estimated Cost, Telephone Contact Number and all Descriptive information is required. Are you or your neighbors in dispute regarding any of your or their property lines or boundaries?
2. Plot Plan (Form BC-2) - Provide us with a drawing of the property (plot) including the existing structures and any new structures you propose. BE SURE to include distances from structures to the closest property line.
3. Front or Side View Drawing (Elevation) - Provide us with a side or front view drawing of the new structure to give us an idea as to what the new structure will look like and how you propose to build it. (Not required for roofing or siding)
4. List of Materials for the Project - Please give us a list of the major materials to be used in the project.

Permit processing generally takes about one week.

We will call the owner or the contractor listed on the application if we have questions regarding specifics of the project or if anything is missing.

Feel free to call us if you have questions. We will try to help in any way we can.



The City of Berlin Code Enforcement

Michel Salek, Building Inspector

168 Main street, Berlin, NH 03570

603-752-1630, fax 603-752-2620

FENCE PERMIT APPLICATION

1. Name of Applicant: _____ Location of Property: _____
2. Owner Name: _____ Telephone: _____
Email Address: _____ Other/Cell Phone: _____
3. Type of Occupancy (Single Family, Two Family, Multiple Family, Business): _____
4. Size of Lot: _____

FENCING

- 5.. Height of fence _____ Length of fence _____

6. Are you or your neighbors in dispute regarding any of the property lines or boundaries? No Yes

If yes, please explain:

7. Will fence go around full perimeter of the property? No Yes

8. Materials: _____

9. Estimate Cost: _____

10. Scope of Work Description _____

11. Complete plot plan attached _____

Contractor Name: _____ Telephone: _____

Address: _____

I hereby acknowledge that I have read this application and state that the above is correct. I agree to allow inspections by the technical inspectors upon notification and at reasonable times. That the construction and installations will be in accordance with the plan submitted and in accordance with the ordinances of the City of Berlin and the State of New Hampshire.

Signature of Owner: _____ Date: _____

Zoning approved by: _____ on: _____, 20____ Zoning Officer

Approved by: _____ on: _____, 20____ Fire Prevention Bureau

Permit approved by: _____ Issued on: _____, 20____ Building Inspector



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PLOT PLAN TO ACCOMPANY FORM PART OF APPLICATION FOR FENCE PERMIT.

Requirements: (1) Draw as large as will conveniently fit form. (2) Dimensions of lot and buildings and proposed fence (figures); (3) Show distance from buildings to plot lines; (4) Show existing buildings, give size and type; (5) Show distance between proposed fence and existing buildings; (6) Show buildings on adjacent lot and distance from lot line; (7) Show street and setback from street; (98) North Point.

Information other than the above shall be furnished upon request of the Building Inspector.

Property Address _____

Property Owner _____

Owner's Address _____

Drawn By _____ Date _____

Approved by _____ Date _____

Michel Salek, Building Inspector

Date