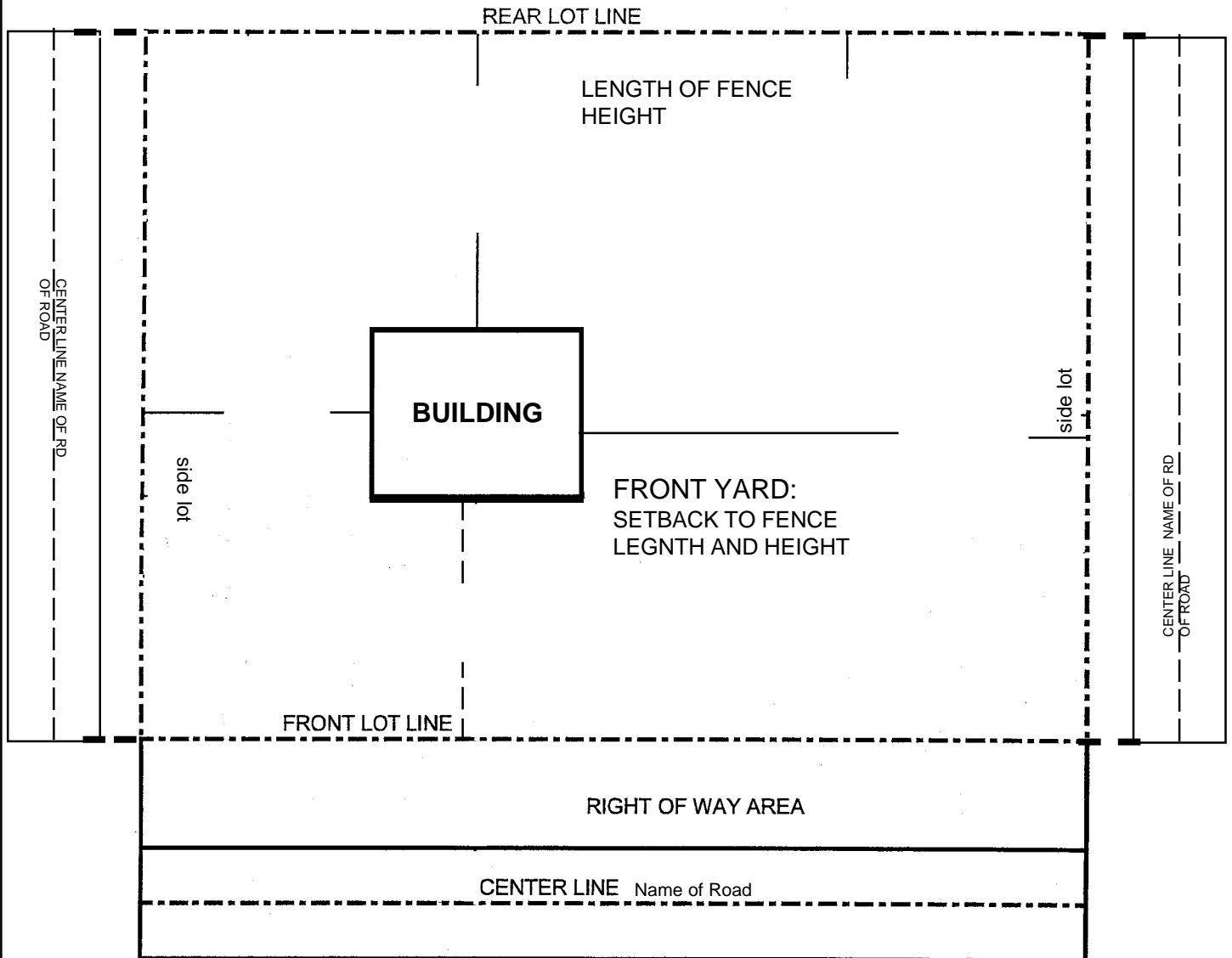


**X FENCE PLAN - For APPLICANT USE**

**ILLUSTRATIONS OF ZONING TERMS GENERAL LOT TERMS**

FILL IN ALL MEASUREMENTS BETWEEN PROPERTY LINES AND BUILDINGS

WRITE THE NUMBERS IN THE OPENINGS IN THE LINES



**Section 5.15.1 FENCE HEIGHTS**

A. Residential Districts: Fences in all residential districts, whether or not the same fully enclose a property, shall not exceed 6' in height as measured from ground level in side yards and backyards. Fencing in front yards shall not exceed 4' height as measured from ground level. Front yards, for the discussion of fencing, are defined as the property located between the street/road right-of-way and the front facade of the building. Yards bordering any street right-of-way shall be considered front yards. In all cases, ground level does not include berms, but would include any terracing needed to make a yard usable.

B. Other districts: Fences in all other districts shall not exceed 6' in height, except as otherwise required by this ordinance or the Planning Commission in the site plan review process. Fences in commercial, office and industrial districts may be required to exceed 6' in height where the same abut office or residential districts.

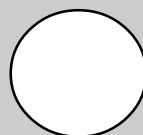
**5.15.2 Fencing Material requirements:**

In no case shall barbed wire be used in any residential, office, or commercial district and razor wire will only be used in those districts to secure essential services. Application can be made to the Zoning Board of Appeals for deviating from these requirements in the Rural Non-Farm District. In all cases, the fronts of fences shall face street right-of-way and adjoining properties.

**5.15.3 Fence Permit Requirements:**

A fencing permit is required for the erection of all fences. A site plan with the location of the proposed fencing and its position in regards to street/road rights-of-way and the main structure on the site shall be submitted to the Township using the building application. The fee for the permit shall be established by the Township Board.

Indicate direction of North within the circle:



**NO FENCE PERMITS WILL BE ISSUED UNLESS ALL DIMENSIONS ARE SHOWN ON THE DRAWING.**

# Summit Township Fence Permit Process

## How to Apply For a Fence Permit...

The Zoning Department is providing the following information to aid applicants wishing to apply for a fence permit. To apply for a fence permit your first step is to pick up an application from the Zoning Department.

### Section 5.15 - Fences

#### 5.15.1 Fence Heights:

A. Residential Districts: Fences in all residential districts, whether or not the same fully enclose a property, shall not exceed 6' in height as measured from ground level in side yards and backyards. Fencing in front yards shall not exceed 4' in height, as measured from ground level. Front yards, for the discussion of fencing, are defined as the property located between the street/road right-of-way and the front façade of the building. Yards bordering any street right-of-way shall be considered front yards. In all cases, ground level does not include berms, but would include any terracing needed to make a yard usable.

B. Other Districts: Fences in all other districts shall not exceed 6' in height, except as otherwise required by this ordinance or the Planning Commission in the site plan review process. Fences in commercial, office and industrial districts may be required to exceed 6' in height where the same abut office or residential districts.

#### 5.15.2 Fencing Material requirements:

In no case shall barbed wire be used in any residential, office, or commercial district and razor wire will only be used in those districts to secure essential services. Application can be made to the Zoning Board of Appeals for deviating from these requirements in the Rural Non-Farm District. In all cases, the fronts of fences shall face street rights-of-way and adjoining properties.

#### 5.15.3 Fence Permit Requirements:

A fencing permit is required for the erection of all fences. A site plan with the location of the proposed fencing and its position in regards to street/road rights-of-way and the main structure on the site shall be submitted to the Township using the building application. The fee for the permit shall be established by the Township Board.

## Submitting the Application:

The next step is to submit a completed application to the Zoning Department with all the required information attached. The required information is as follows:

### Fence Permit Application Requirements: Section 5.15.3

1. The applicant's name and address in full, and a complete description of the relationship to the property owner.
2. If the applicant is not the property owner, the signature of the property owner concurring with submittal of the application.
3. Address of the property.
4. An accurate scale drawing of the property showing location of all buildings and structures and their uses, and location of the proposed fence(s).
5. A complete description and scale drawing of the fence(s), including height and setback dimensions.

All information regarding permitted and prohibited fences can be obtained from the Summit Township Zoning Ordinance. The Zoning Ordinance is available online at: [www.summittwp.com](http://www.summittwp.com).

If there are additional questions concerning fences, contact the Zoning Department at (517) 788-4113 Ext. 240 for details.

## Review of Application:

The Zoning Department will review the application to determine if the proposed fence(s) meet the criteria as required in the Summit Township Zoning Ordinance. The Zoning Department may ask for additional information or require changes. In this case, the review process will depend on how long it takes for you to respond.

Application review will typically be completed within 5 working days. The application will either be approved or denied. **Approval** signifies that all required criteria has been met and the permit is ready to be issued. **Denial** of the application would be due to the inability to meet the minimum requirements as set by the Summit Township Zoning Ordinance, incomplete application, inconsistencies with the application, or other reasons as determined by the application reviewer. Reasons for the denial will be noted and made available to the applicant.

## Note

It is illegal to install a fence(s) without a permit.

# Fence Permit Application

**Applicant Information:**

Permit No.: \_\_\_\_\_

Parcel Identification Number(s): \_\_\_\_\_

Property Address of Fence: \_\_\_\_\_

**Owner(s) of Property:**

Name(s): \_\_\_\_\_ Address(s): \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Tenant/Occupant of Property**

Name of Occupant: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Fence Company:**

Name of Business: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

State Contractors License #: \_\_\_\_\_

**Type of Work:** -New Fence -Relocation -Renovation -Replacement -Temporary

**Type of Fence:** -Chain Link -Stockade -Lattice -Privacy -Barbed Wire -Razor Wire -Electric

**Fence Location:** -Front Yard -Rear Yard -Side Yard(s) -Entire Property -Pool Area

**Zoning District:** -Agricultural -Residential -Multiple Family -Office -Commercial -Industrial

**Fence Description:**

Length of Fence(s) being installed: Front Yard \_\_\_\_\_ Rear Yard \_\_\_\_\_ Side Yard(s) \_\_\_\_\_ Total \_\_\_\_\_

Height of Fence(s) from grade: Front Yard \_\_\_\_\_ Rear Yard \_\_\_\_\_ Side Yard(s) \_\_\_\_\_ Other Areas \_\_\_\_\_

Will the Fence(s) front on more than one street/road? -Yes -No List all street/road names below

Street/Road Names: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_

Will the Fence project beyond property line? -Yes -No

Are there existing fences(s) on the property? -Yes -No If Yes give Location(s) \_\_\_\_\_

**Attachments:**

Please ensure the following has been completed:

1.  Completed Fence Permit Application
2.  Existing Fence Survey (list any other existing fence(s) on the property including height)
3.  Site Plan Drawn to Scale (2 copies showing buildings, curb lines, property lines, and location of fence on property)
4.  Street/Road(s) Name(s) and Right of Way (Right of Way confirmation from Jackson County Road Commission)
5.  Engineering Drawings, if required for Office, Commercial, Industrial and Other Properties
6.  Fence Description Section
7.  Fence Zoning Compliance Fee - \$25.00

**Declaration of Applicant/Agent**

THE ISSUANCE OF A PERMIT SHALL NOT BE CONSTRUED TO BE A PERMIT FOR, NOR APPROVAL OF, ANY VIOLATION OF ANY ORDINANCE ADOPTED BY SUMMIT TOWNSHIP. I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION AND STATE THAT THE ABOVE IS CORRECT AND AGREE NOT TO START THIS PROJECT UNTIL THIS APPLICATION IS APPROVED, AND SHALL COMPLY WITH THE LAWS OF THE UNITED STATES, STATE OF MICHIGAN AND THE COUNTY OF JACKSON AND ITS AGENCIES AND THE FENCE REGULATIONS, ZONING DISTRICTS AND THE BUILDING CODE AS ADOPTED BY SUMMIT TOWNSHIP. ANY VIOLATION OF THE ABOVE NOTED TERMS WILL CAUSE IMMEDIATE REVOCATION OF THIS PERMIT.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ \$25.00 Fee Paid – Date: \_\_\_\_\_

Inspection Date: \_\_\_\_\_

ZONING APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_ Inspector: \_\_\_\_\_