



CITY OF FLAT ROCK

DEPARTMENT OF BUILDING & SAFETY

25500 Gibraltar Road, Flat Rock, MI 48134
Telephone (734)782-0445 Fax (734)783-0304
www.flatrockmi.org

Residential Fence Application Process

In order to expedite your fence permit, please provide the following information with the permit application.

- Provide a zoning permit application and fence authorization form ***completely filled out*** to include all contact information for both the property owner, contractor and or architect.
- Provide a complete plot plan which includes all property dimensions, location of existing fences, existing structures, sheds, garage, all with dimensions from the property lines, dimensions for all structures, location of any easements and size.
- Clearly indicate on plot plan the proposed fence location and existing fence location.
- Provide copy of a certified survey or signed neighbor authorization form.
- HOA approval letter (if applicable).
- Indicate type of fencing (i.e. 6' privacy, wood, vinyl, vinyl covered 4' chain link, etc.).

Here are some general guidelines to assist in your planning:

- Privacy fence must have a 3" clearance at bottom of the fence unless its a double fence then it must be 6" clearance at the bottom.
- A signed neighbor authorization form or survey must be completed prior to approval of a fence permit.
- If using a chain link fence or vinyl/wood privacy fence, the chain link and or privacy fencing must be installed on your neighbors' side of the new post.
- Six-foot Privacy fencing must not extend beyond rear of the primary structure.
- Four-foot fencing must not extend beyond the front of the primary structure.
- If you have a corner lot, or plan on leaving an existing fence in place, please call our office for guidance. There are many local zoning requirements that pertain to these types of situations.
- If proposed fencing is to be installed around a pool / yard, then you must follow all guidelines for the 2015 International Swimming Pool and Spa Code (ISPSC)—this code identifies requirements for gates, latches, alarms, etc. Please call our office for guidance.

Please feel free to call our office if you have any questions and or concerns at 734-782-0445

Building and Safety Department