



# CITY OF SNOHOMISH

116 UNION AVENUE · SNOHOMISH, WASHINGTON 98290 · (360) 568-3115 · WWW.SNOHOMISHWA.GOV

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## FENCE PERMIT SUBMITTAL CHECKLIST

Must be in accordance with the SMC 14.240, Design Standards & Guidelines, and Guidelines Outside the Historic District

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### ALL SUBMITTALS **MUST** BE COMPLETE

- Building/Construction Permit Application
- A Recorded Survey, if applicable
- 3 copies** of a Site Plan, showing the following information:
  - All property lines and their dimensions  
(The fence **MUST** be located on your property or on the property line)
  - All easements and rights-of-way
  - Location of all existing structures, including existing fences
- 3 copies** of fence design drawings, showing the following information:
  - Height(s) of fence(s)
  - Type of materials that will be used to construct the fence
  - Design of fence  
(i.e., picket, chain link, solid wood, wrought iron, cement block, etc.)
  - Demonstrate that the fence will not create site obstruction in accordance with SMC 14.210.160

### ***IF LOCATED IN THE HISTORIC DISTRICT, THE FOLLOWING ITEMS ARE ALSO REQUIRED:***

- 3 copies** of Photos of proposed fence location
- 3 copies** of Color renderings of materials that will be used
- 3 copies** of 8½" x 11" reductions of all larger drawings

***IF LOCATED IN THE PUBLIC RIGHT-OF-WAY***, a Right-of-Way Disturbance permit will be required.

### ***NOTE:***

The property owner is responsible for verifying property lines and all setbacks (SMC Section 19.04.500B). Applicant shall show and verify the location of property lines on the site plan. In some cases, a recorded Survey may be required by the Building Official.

### ***DESIGN REVIEW BOARD:***

The Design Review Board (DRB) reviews all fence permits within the Historic District. Initial review will be performed by one member of the DRB. If the Board member finds that the proposed fence is consistent with the design standards and guidelines, no further review by the Board is necessary. However, approval by the DRB is considered a pre-approval only. Approval by the Building Official is required.

### ***EXISTING FENCE REPAIR AND REPLACEMENT:***

A permit is required in accordance with SMC 14.240 and Title 19.

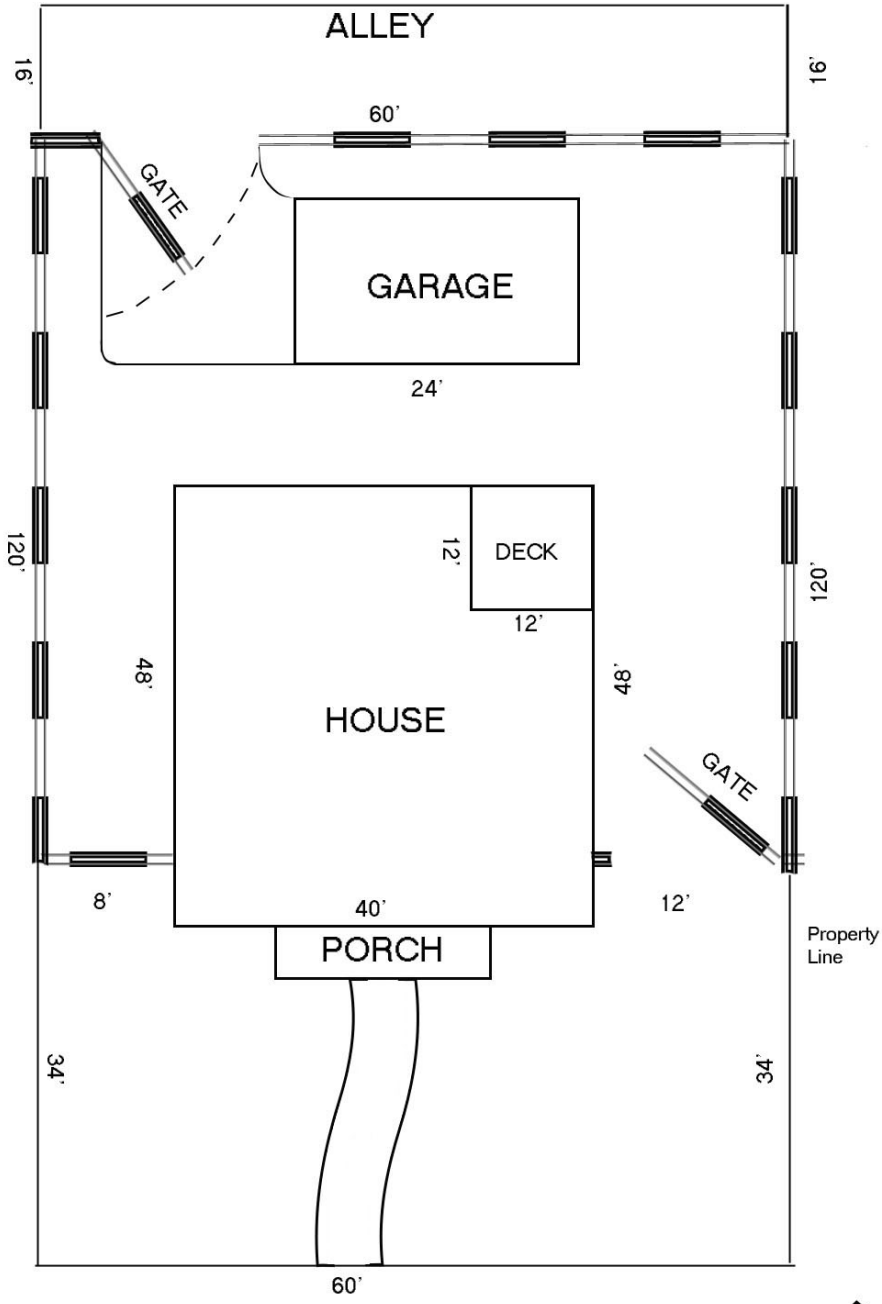
*See example of Fence Site Plan and Details attached*



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## EXAMPLE OF AN ACCEPTABLE SITE PLAN



STREET ADDRESS

scale =



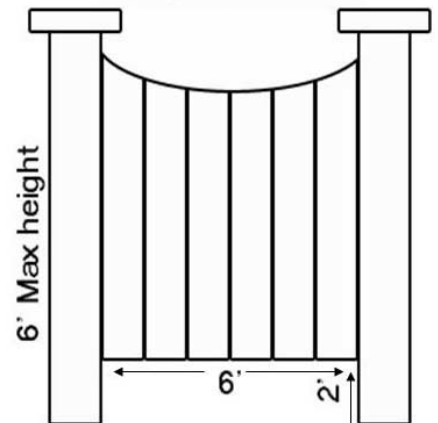
### PLEASE NOTE

1. No fence shall be allowed in the alley or street right-of-way. For street exception, see SMC 14.240.060.B.
2. No fence shall create a safety hazard or sight obstruction in accordance with SMC 14.240.060.A(5).

**Refer to SMC 14.240 for additional information**

### EXAMPLE OF FENCE DETAIL

FENCE DETAIL  
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**SOLID WOOD FENCE**  
6" wide boards  
6' maximum height  
5' minimum height