



OFFICE OF BUILDING INSPECTION INFORMATION REQUIRED TO INSTALL A FENCE

1. A survey showing the exact location of the proposed fence.
2. A complete description of the proposed fence. (i.e. dog eared, chain link, board on board, etc.)
3. A completed Village of Richfield building permit application.
4. Washington County Land Use office approval required! (SEE ATTACHED)
5. See fee schedule for current fee.

VILLAGE REQUIREMENTS:

Village of Richfield ordinances classify fences into 3 categories:

- **Common Fence:** This is any wooden, masonry, concrete, plastic or a densely planted hedge intended to enclose an open space for the purposes of security or confinement, or intended as a visual or audible screening device, or intended for aesthetic ornamentation which is at least (six) 6 feet in length and not more than (five) 5 feet in height.
- **Privacy Fence:** This is a fence structure or planting, not a “Common” or “Ornamental” fence, placed so as to provide a visual, audible or access screen around or adjacent to a patio or other rear yard intensive private use area. Privacy fences may not exceed (seven) 7 feet in height and may not extend within the required side or rear yard setback requirements. Privacy fences may not extend into the street side of a residence.
- **Ornamental Fence:** This is any fence or structure, which is not a *Common or Privacy Fence*, constructed and placed so as not to obstruct vision intended for aesthetic purposes only.
 - Ornamental fences shall not be any closer than 5’ from a street property line.
 - Ornamental Fences shall not be any closer than 1’ to a side or rear yard property line.
 - Ornamental fences shall not exceed 4’ in height.
 - Ornamental Fences shall have at least 50% of the fence unobstructed.

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Washington County Planning and Parks Department

REMINDER TO PROPERTY OWNERS IN ALL UNINCORPORATED TOWNS

Please note that the Washington County Planning and Parks Department Land Use Division administers and enforces the following ordinances within your municipality:

- Subdivision Ordinance
- Sanitary Ordinance
- Shoreland/Wetland/Floodplain Zoning Ordinance

CONTACT FOR THE FOLLOWING TOWNSHIPS:

Phillip Gaudet-Land Resources Manager/Manager of Land Use Division
Wayne, Kewaskum, Addison, Hartford, Barton

Dave Seils-Inspector in Charge
Polk, Erin, Richfield, Germantown

Dave Lindner-Land Use Inspector
Farmington, West Bend, Trenton, Jackson

Best time to call is from 8:00 to 9:00 A.M.

Before beginning any construction (including remodeling, reconstruction or any structural alterations), and landscaping, please contact us and request information on what permits and inspections may be necessary. The best time to call is from 8:00 to 9:00 A.M.

Please contact us before doing any work on your Private Onsite Wastewater Treatment System (POWTS) other than the routine pumping of your septic tank every 2 or 3 years as required under County Ordinance; this includes the placement of covers, risers, pipes, vents, etc. County and State laws require that some repairs, alterations, extensions or additions require permits at the County level, and the State requires that the person performing the work be properly licensed.

Enforcement of the County Shoreland/Wetland/Floodplain Zoning Ordinance pertains especially to properties within 300' of a river or navigable stream, within 1,000' of a lake/pond as well as all floodplain and the majority of wetland areas. Please note that many very small ponds, streams and ditches are regulated as required by the State. Permits may require approval by the Washington County Planning, Conservation & Parks Committee and the full County Board prior to your starting work on the following projects within the shoreland/wetland/floodplain zoning district:

- Landscaping, filling, grading, ponding, lagooning, dredging, excavating and any soil disturbance work.
- Seawall or riprap.
- Additions/alterations to existing structures or reconstruction of structures.
- New construction of any type.
- Retaining walls, sidewalks, driveways or other landscaping.

When working near lakes and streams, you are advised to contact the Wisconsin Department of Natural Resources in Milwaukee at (414) 263-8500, because in some cases permits will also be needed from them. Construction in any wetland or shoreline may require approval of the U.S. Army Corps of Engineers, phone number (262) 547-4171.

County approval will be needed for all subdivisions. Certified Survey Maps located in Shoreland/Wetland/Floodplain Zoning Districts frequently require County approval.

To help minimize complications, please do not hesitate to contact our office for information about the procedure for obtaining any of the permits mentioned above. This should be done several weeks prior to the proposed start of your project. When work takes place without permits, County and State laws usually hold the property owner responsible even if the work was done by a contractor. In some cases, the contractor may also be responsible. You should also contact the town regarding their permit requirements.

Form 1385 (Rev. 03/15)