



Fence and Wall Certificate Instructions

Section 19-4 of the City Code requires that:

"Any person building or about to build any house, building, fence or wall or construct any sidewalk or pavement along the border or bounding on any of the streets or sidewalks of the City shall have the same located and graded and boundaries thereof adjoining such street or streets, fixed and certified to by the Director of the Charlotte Department of Transportation. A fence or wall herein described cannot exceed height restriction as provided in the zoning ordinance (Section 12.406) or within required sight distance triangles at intersections (Section 14-16). And if any person shall construct any house, building, fence, wall, sidewalk or pavement as aforesaid, they shall be subject to punishment as provided in Section 1-7 of this Code for each and every offense; provided, however, that in such case as aforesaid the Director of the Charlotte Department of Transportation shall be paid for his services by the party so building or constructing a reasonable fee in accordance with a fee schedule established by the City Manager."

Section 12.406. Fences and walls in residential districts.

The following restrictions shall apply to all fences and walls located in any residential district, except for fences and walls surrounding public utility structures or radio, television, or microwave transmission or relay towers:

- (1) No fence or wall located in the required setback shall be built to a height greater than 5 feet above grade in the front yard unless it is a part of a zero lot line subdivision, then it may be 6 feet.
- (2) No fence or wall located in the required side yard between the required setback and established rear yard shall be built to a height greater than 6 feet above grade.
- (3) No fence or wall located in the established rear yard shall be greater in height than 8 feet above grade height in the rear yard.
- (4) Any fence or wall serving as a retaining wall shall be solid cement, masonry, or wood and constructed to the standards of the State Building Code.
- (5) The capital of a fence post or column may extend up to 2 feet above the maximum height limit.
- (6) No fence or wall shall be constructed within a storm drainage easement which will block or materially impede the flow of stormwater runoff.

Submit the attached application along with a drawing of the location as described below. An application cannot be processed without an attached drawing.

Address: Design Section Fax: 704-336-4400
Department of Transportation
600 East Fourth Street
Charlotte, NC 28202-2858

Application Instructions

Location of Fence or Wall:

Provide street name, street address, and intersecting street name (if corner location). Please include an engineering scaled drawing (1"-20', 30', 40', or 50'). Also, include:

- Property lines
- Location of existing curb, gutter, and sidewalk, or edge of pavement/ditch line
- Location of fence or wall (dimension from right-of-way)
- Driveway(s)
- Street name(s)
- North arrow

Fence or Wall Description/Type:

Please provide information concerning the type of construction and design details including:

- Construction material (brick, wood, etc.)
- Length, width, and height dimensions
- Foundation/footing details

Note: Any signs that are attached to or designed/constructed as part of the fence or wall must comply with the Sign Ordinance of the Charlotte City Code.

Owner:

The property owner should be self-explanatory. The applicant may be either the owner or the fence/wall contractor (as agents for the owner).

Charlotte-Mecklenburg Building Standards:

This Fence and Wall Certificate is not intended to relieve the applicant of their responsibility to also secure any and all permits required for the construction of the fence/wall by the Charlotte-Mecklenburg Building Standards Department. (311 or 704-336-7600) These additional permits include but are not limited to:

- A Building Permit for the construction of a fence or wall over six feet in height.
- A Sign Permit for any signs that are attached to or constructed as part of a fence or wall. All signs must comply with the Sign Ordinance of the Charlotte City Code.



Fence and Wall Certificate Application

1. Location of Fence or Wall (attach site plan):

2. Fence or Wall Description/Type of Construction (attach fence or wall design/construction detail):

3. Property Owner Name: _____

(Please Print)

Property Owner Address:

4. Applicant Name: _____

(Please Print)

Contact Phone: _____

(Please Print)

Fax: _____ E-mail: _____

It is understood and agreed that any certificate issued pursuant to this application is issued on the condition that the information provided herein is accurate to the best of the knowledge and information of the applicant. The applicant acknowledges having read and understood the application instructions attached hereto.

I agree to restore to original condition any facilities on public right-of-way damaged by the installation of the wall/fence, including, but not limited to, landscaping, sidewalk, trees, and drainage.

Signed: _____ Date: _____

This page to be completed by the Department of Transportation.
Please return with the application.



Fence and Wall Certificate

I certify that the location of the fence or wall identified in the attached application:

- Is not within the public street right-of-way.
- Does not conflict with any current street improvement plans.
- Does not create a sight obstruction for public street intersections or adjacent driveways.

Comments:

Certified by: _____ Date: _____

Name and Title: _____