



(Oct 2022)

SELF-SERVE PERMITTING INSTRUCTIONS

FENCES (residential uses and districts)

HELPFUL INFORMATION:

- Fences must be located completely within the subject property boundaries.
- There is no set back from the property line.
- Maximum fence height in a front yard is 4' and 6' in a side or rear yard.
- Chain link fencing is not permitted in front yards.
- No solid fences permitted in a front yard.
- The finished or "best" side must face the neighboring property.
- Fences installed within a Preservation will require additional review.
- Contact the Zoning Office for: Corner lots, commercial fence installations, and for residential properties that abut a commercial zoning district.

MINIMUM SUBMISSION REQUIREMENTS:

- ✓ Complete fence application (attached)
- ✓ Instrument survey map showing proposed location of fence (see attached)

HOW TO SUBMIT: Your completed permit application package can be submitted by:

- Email: zoning@cityofrochester.gov
- In person Monday, Wednesday, Friday 9am - 4pm only
- **Closed to walk-ins Tuesdays and Thursdays**
- Drop box provided at City Hall A Building lobby
- Mail: Buildings and Zoning Permits
30 Church Street, Room 121B
Rochester, NY 14614

If you have questions, email: zoning@cityofrochester.gov or call (585) 428-7043 for additional instructions. **Incomplete application submissions will be returned.**
Thank you.





APPLICATION FOR A FENCE PERMIT (RESIDENTIAL)

If located in a Commercial or Preservation District, a Building Permit Application must be completed.

- **A Survey Map must be submitted with this application.** An application review will not be conducted without a Survey Map.
- Fences must be located completely within the subject property without going over the property line.
- Maximum height allowed in the front yard is 4 feet. The front yard is defined as the area between the front wall of the house (excluding open front porches) and the property line. For corner lots, both street frontages are considered front yards.
- Maximum height allowed in the side and rear yard is 6 feet.
- Chain link fencing is not allowed in the front yard. Fence not more than 60% solid may be located in the front yard (ex. picket fence).
- The finished or 'best' side of the fence must face towards the neighboring property. All bracing must face inward.
- Gates cannot swing over the right of way or across lot lines.

Please contact the Zoning Office at 428-7043 or zoning@cityofrochester.gov if you have any questions.

Property Location:		Submitted for review: <input type="checkbox"/> Survey Map with proposed fence location	
Fence Height in ft:	Material: <input type="checkbox"/> Chain Link (not allowed in front yard) <input type="checkbox"/> Solid (Wood, Vinyl, etc) <input type="checkbox"/> Decorative (picket, metal, etc)		
Property Owner Name:		Phone Number:	
Applicant Name:		Phone Number:	
Address:			
City:		State:	Zip:
Email Address:			
Signature:			Date:

SAMPLE INSTRUMENT SURVEY MAP

NOTE:

- This is a sample of an Instrument Survey Map.
- The property owner should have received a copy at their closing.
- If you do not have one, you can check with your mortgage company or the attorney who handled your closing.
- The City does not keep copies of Instrument Survey maps.
- If you need to have a new one made, you need to call a Land Surveyor.

