



Fence Permit Application Information

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Fence Regulations

[Section 405.950 "Fences"](#)

General Requirements

- You may build on your property line, but The City is not responsible if your fence is not on the exact line. To know exactly where your property line is, you will need to employ the services of a surveyor.
- No fence can exceed six (6) feet in height for residential or eight (8) feet in height for commercial, except as indicated in the specific district regulations.
- When a fence is facing a public street, the improved side of the fence shall be oriented toward the street.
- In the case of fences constructed over dedicated utility easements, the City shall not be responsible for replacement if the fence is removed for maintenance purposes.
- A fence may not be erected to enclose or block a stormwater catch basin, culvert or other stormwater structure or stormwater surface flow in any development (Section 405.915.A-4).
- If you belong to a Home Owners Association (HOA), such Association may need to approve your plans. The City's approval of this application does not automatically insure the HOA's approval.
- ACQ Lumber must be marked and used as it is labeled. No "Above Ground" should be used if it is in contact with the ground. All fence posts and any fencing touching the ground must be "Ground Contact."

Corner Visibility

- Corner Visibility. It is the owners of the property's responsibility to comply with all building regulations. No fence shall be constructed in a manner that would block the view of vehicular traffic or restrict snow plowing of streets. Any violations may require removal of existing fence at the owner's expense.

Utility Line Location

- It is very important to accurately locate any utilities on your property prior to any excavation, including fence postholes, to prevent personal injury or utility damage. All utilities will be located free by calling the Missouri One-Call System Inc. at 1-800-344-7483. Please call between two (2) and ten (10) days prior to digging.

Residential Requirements

1. Any new fence in a residential district shall require a miscellaneous building permit application. Upon the receipt of the application, the City shall conduct an administrative and site analysis to determine that the location of the fence will not interfere with City owned utilities and/or the fence shall not interfere with a drainage easement nor impede the flow of stormwater.

2. City of Ozark recommends that the owner of any property who plans on erecting a fence to obtain a proper survey. Fence misplacement outside proper property lines is not the responsibility of the City of Ozark.

3. The owners of residential properties are responsible for maintaining their fences and to remove any fence if it becomes unsightly or a menace to the public health, safety or welfare.

4. The use of barbed wire, hardware cloth, single strand wire or any other similar material is not permitted as fencing in residential districts.

5. In no case shall any front yard use a fence that exceeds four (4) feet in height.

6. The improved side (see figure #1) of the fence shall face the street and all exterior sides.

7. It is advisable to check with your homeowners' association and review the covenants of the subdivision prior to any fence placement.

Additional Fence Regulations By District: Commercial, industrial, and multiple-family zoning districts

1. Fences in commercial, industrial, and multiple-family zoning district require the submission of a miscellaneous building permit prior to installation. The following supporting information should be included with the application: a sketch/site plan showing the fence location and a description of the fence materials and height.

2. Fencing may be required between different zoning districts. Please refer to the buffer requirements in Title IV, Chapter 405, Article VI.

3. Fences constructed must refer to City of Ozark Construction Specifications for Public Improvements (Section 02831).

4. Fences are required to be eight (8) feet in height for security and/or screening purposes.

5. Fences are permitted on any lot or paved area provided they do not extend beyond the front building lines, except industrial areas, or otherwise approved by the Planning and Development Department.

6. All fences shall comply with the maintenance, material and height regulations as contained with the zoning and subdivision regulations.

7. All other general provisions previously stated shall also apply.

"A-1" Agricultural District

➤ Electrified and barbed wire fences are only permitted in an "A-1" Agricultural District.

Figure 1. Fencing on Standard Lot

A fence shall not extend closer than ten (10) feet from the front corner nor beyond the side and rear property lines.

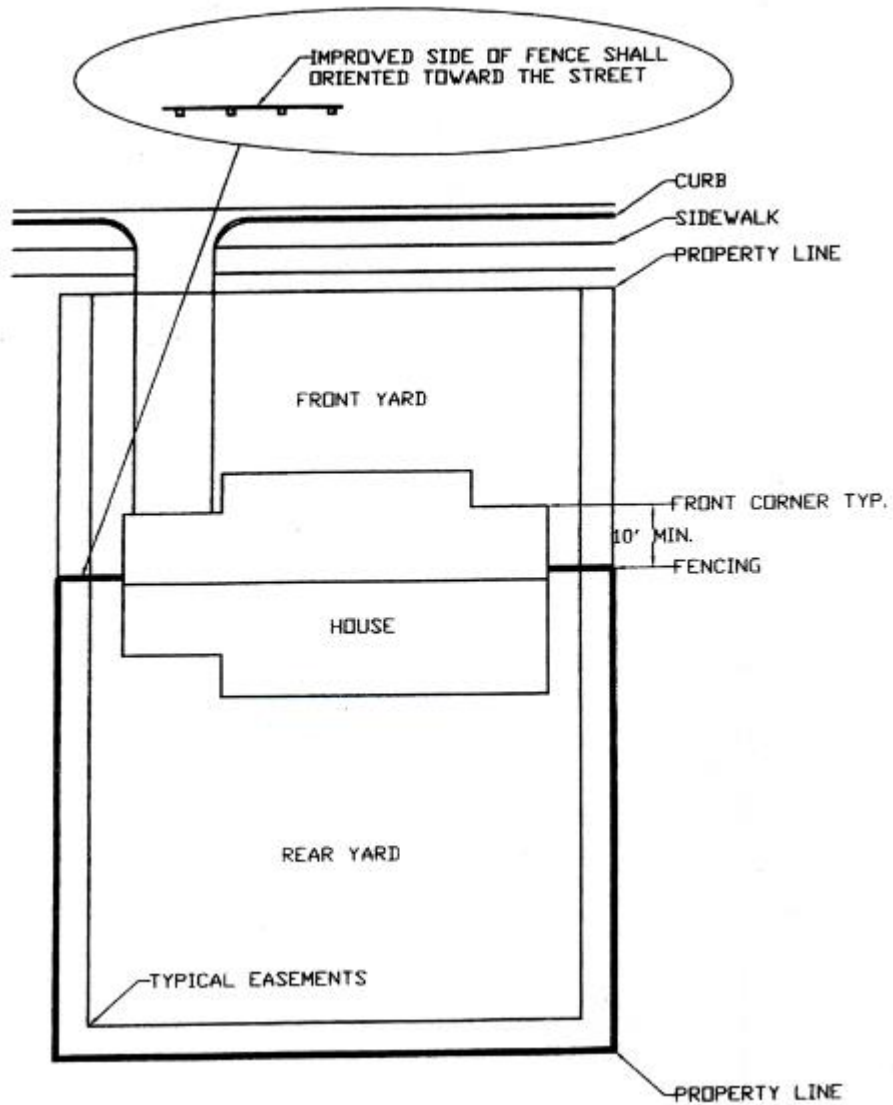
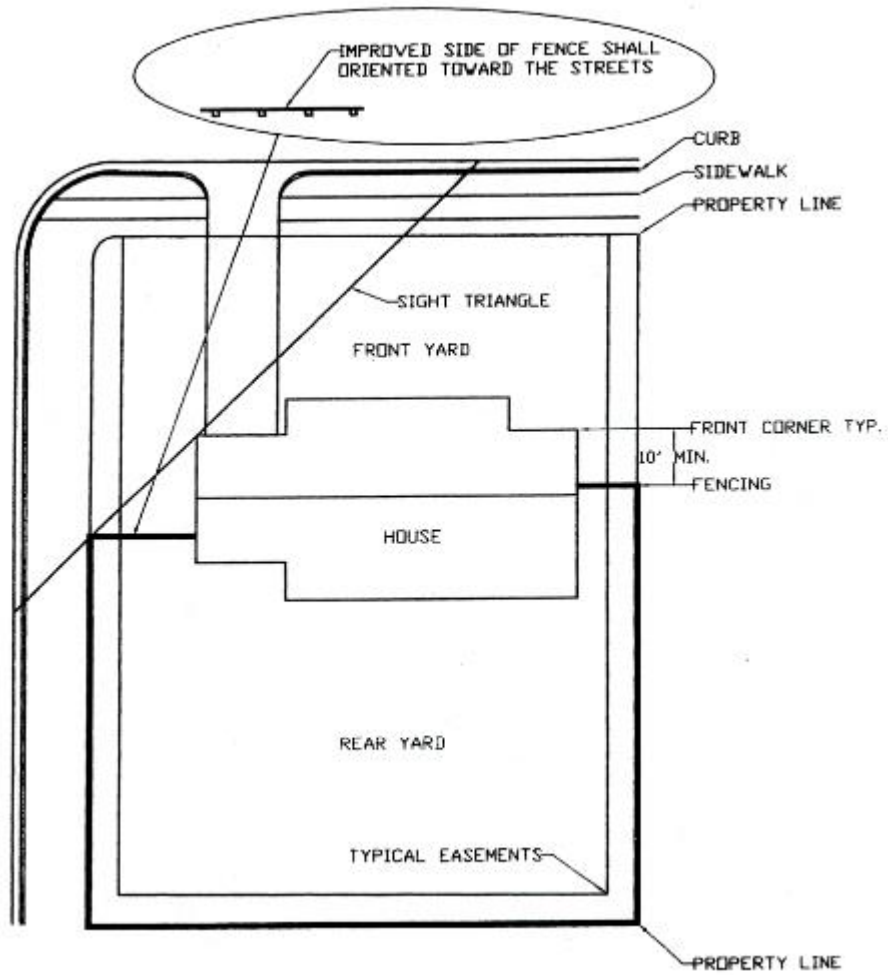


Figure 2. Fencing on Corner Lot

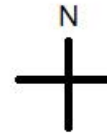
The sight triangle is dependent upon the design speeds of the intersection roadways and the type of traffic control used at the intersection. Any fencing that interferes with the visibility shall be removed.




Site Map

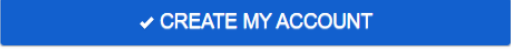
Site maps should provide a visual of where the fence will be sitting within the property lines, with measurements (ft) & gates called out.

Fence is 10' back from NW corner and 20+' back from NE corner



Steps to Sign Up for an Online Account

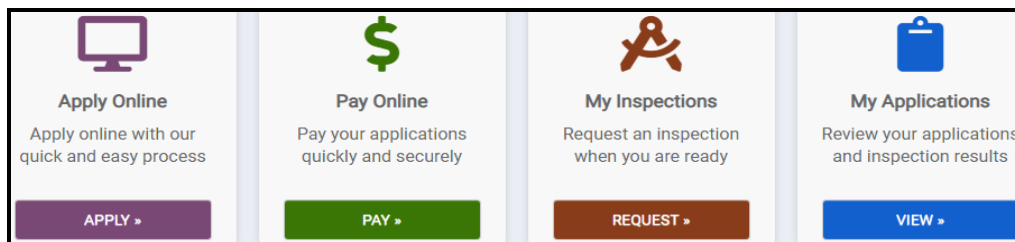
- Visit the City of Ozark website: ozarkmissouri.com, scroll down to the Popular Links on the left, click on “[Permit and License Portal](#)”.
- Choose “My Portal” to reach the Applications home page. Choose the  icon on the top right to begin creating an account.
- Page 1: Use a valid email address & create a password. Leave the “Access Code” box empty unless you are a contractor who has been assigned a code to manage a project.
- Page 2: Enter your contact information.
- Page 3: Review your info & the “Terms and Conditions”, checking the box that you agree.

Select  to create the account & prompt the verification email to be sent.

You must open your email and select “verify” before you can access the portal.

Once verified successfully, return to the “My Portal” page to find the options shown below:

**Note: you may have to log out and log back in for the verification to apply.



Steps to Submit an Application

Select the “Apply” button to reach the first steps & the drop-down options (steps are the same for both licensing and building permit applications)

Step 1: Category – Select the appropriate category for your needs.

Step 2: Application – Select your specific permit/license from the provided list.


Choose “Next” and begin adding the permit information.

Step 1 – Type: Select the type of permit or license you are applying for.

Step 2 – Location: Enter the street address.

Step 3 – Details: Provide as much info as possible, paying close attention to the (*) indicating fields that are required.

Step 4 – Review: Check over the entered information.

Select  which will generate a window that verifies you have submitted the application, provides the permit number (keep for your records & future reference), shows the status, and sends a confirmation email.

Submittal Documentation (critical for application to be complete)

This is the point in the process where you must add any required site plans, photos, drawings etc.

- All plan drawings must be uploaded as one document as a combined set, not as individual sheets.
- Applications without the necessary documentation will be considered **incomplete** and **will not be processed**.

[Go to my new permit](#)

Choose [Go to my new permit](#) to open the application details. Scroll down to “Submittals” to locate the blue “0 Files” link, as shown circled below. Click the link to open the corresponding upload window.

Submittals

All required documents must be uploaded after submitting your application. Incomplete applications will not be processed.

- Review the “Submittals” below.
- Click the “0 Files” link next to each submittal to upload the required documents.

Submittal	Required	Received	Version	Status
Contact Information Form (Click link to download and fill out form)	Yes		1	Pending 0 Files
Site Plan or Sketch Plan that is a scaled drawing, and must show: property lines, any easement lines, existing buildings, existing fences, and the location of the proposed fence.	Yes		1	Pending 0 Files

Select the [Upload](#) button, then [ADD FILES](#) to find & select your needed documentation.

Once located, choose [Begin Upload](#) and wait until there is a green check mark next to your document. ✔ 11.3 KB

You may now select “Close” & will be able to see your documents listed under the current version (example below).

Version 1 Pending			
Submitted File	Comments	Date Received	Review S
ozark logo.png	Testing.	5/18/2021 1:31 PM	Pending

Your application is now submitted for review, check the Portal often to see comments from reviewers, status updates, pay fees, etc. The system **does not** automatically send email updates when comments and other details are added.