

# Department of Planning and Development

## Building and Inspections

inspection@cityoflacrosse.org 608-789-7530

### FENCE

#### Do I need a building permit?

Yes.

#### Data Requirements:

- Completed and signed Application for Building Permit
- One (1) set of "to scale" plans: plans may be submitted electronically if you wish. A set includes a top or "plan view" looking down on your project showing placement of the fence with measurements to property lines and a side or "cutaway" view showing your proposed method of construction, size and placement of posts, height of the fence and type of fence.
- A copy of the manufacturer's specifications (if required).
- Additional information may be required if fence is within three feet of a lot line, see answer below for more information.

If you would like to submit the permit application electronically, please upload the forms and email them to [inspection@cityoflacrosse.org](mailto:inspection@cityoflacrosse.org)

#### How much does a permit cost?

Building Permit Fees can be found on the City website at this link: [Appendix C - FEE SCHEDULE | Code of Ordinances | La Crosse, WI | Municode Library](#)

#### How long does it take to get my permit?

Permits are reviewed on a first come, first serve basis. Inspectors are allowed 10 business days to complete. They may take longer depending on circumstances. For an additional cost you can EXPEDITE your application, moving it to the forefront.

#### How close to my lot line can I build my fence?

Per City of La Crosse Municipal Code of Ordinances 115-398(c). *Height and setback offences regulated:*

- (1) Residential fences are permitted up to the property lines in Residential Districts but shall not, in any case, exceed a height of six feet without a conditional use permit, shall not exceed 48 inches in height from grade in the front, side, or rear yard setback abutting a public sidewalk shall not encroach into any vision corner and shall not be closer than three feet to any public right-of-way along a public alley. The height of any fence shall be measured as an average and shall not include the posts or pillars to which a fence is attached.**
- (4) In the case of a proposed fence installation within three feet of a lot line where no record of a fence existed, a survey prepared by a registered land surveyor or professional engineer is required to obtain a building permit. No survey is required if a recordable affidavit signed by all affected property owners establishes an agreed upon lot line.**

#### Do I need concrete footings under my fence?

Per code, you do not. The fence must be installed to the manufacturer's specifications.

#### When must I call for building inspections?

Inspections are required:

- If a footing is required and the holes are ready for viewing before posts are installed
- When the project is complete

#### Frequently encountered issues:

Following is a list of frequent problems or errors we encounter:

- No pier depth inspection

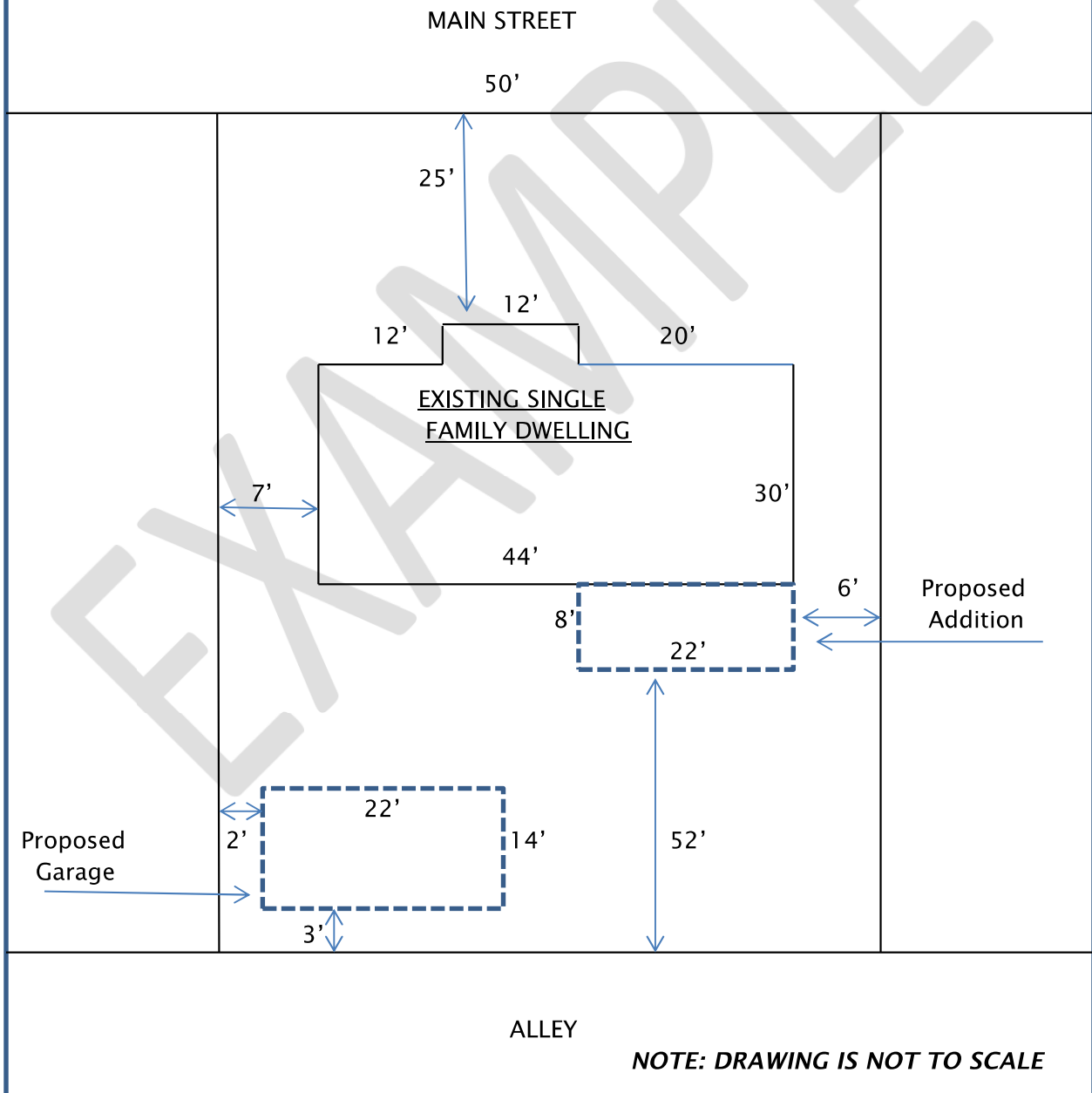
**The property owner is responsible for correct placement of structures upon a parcel of land to comply with the building and zoning law. The back edge of the City sidewalk is usually located on a property line.**

Be sure to call Digger's Hotline prior to digging. The number is 1-800-242-8511.



**EXAMPLE PLOT PLAN**  
**COMMUNITY RISK MANAGEMENT**  
**CITY OF LA CROSSE**  
[www.cityoflacrosse.org](http://www.cityoflacrosse.org)

This sample plot plan has been designed to assist you in preparing a similar plot plan of your own premises, when necessary to obtain a building permit, or when required by the Board of Zoning and Appeals, Board of Housing Appeals, or Board of Building Appeals. Plot plans for larger buildings shall go into more detail.



**CAUTIONARY STATEMENT TO OWNERS OBTAINING BUILDING PERMITS**

101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under s. 101.654 (2) (a), the following consequences might occur:

(a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one- and two- family dwelling code or an ordinance enacted under sub. (1) (a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

**CAUTIONARY STATEMENT TO CONTRACTORS FOR PROJECTS INVOLVING BUILDING BUILT BEFORE 1978**

If this project is in a dwelling or child-occupied facility, built before 1978, and disturbs 6 sq. ft. or more of paint per room, 20 sq. ft. or more of exterior paint, or involves windows, then the requirements of ch. DHS 163 requiring Lead-Safe Renovation Training and Certification apply. Call (608)261-6876 or go to the Wisconsin Department of Health Services' lead homepage for details of how to be in compliance.

**WETLANDS NOTICE TO PERMIT APPLICANTS**

You are responsible for complying with state and federal laws concerning the construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page or contact a Department of Natural Resources service center.

**ADDITIONAL RESPONSIBILITIES FOR OWNERS OF PROJECTS DISTURBING ONE OR MORE ACRE OF SOIL**

I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management standards, and will comply with those standards.

\_\_\_\_\_  
Owner: (Print Name) (Sign) (Date)

\_\_\_\_\_  
Owner: (Print Name) (Sign) (Date)

OFFICE USE ONLY		
For Permit Number:	Inspector:	Date:

# Neighbor Affidavit

*To whom it may concern:*

I, \_\_\_\_\_ at \_\_\_\_\_,  
(neighbor to property installing fence) (address)

neighbor to \_\_\_\_\_ at \_\_\_\_\_,  
(property owner installing fence) (address)

Agree to the placement and installation of the proposed fence, which is to be installed at the above address, and run along the adjoining properties. I also grant permission to use my property for fence maintenance if applicable.

Signed: \_\_\_\_\_  
(neighbor to property installing fence) (Date)