



Inspections Department
1 Rev. Dr. Martin Luther King, Jr. Drive
Willingboro NJ 08046
Phone # 609-877-2200 Ext. 1214 FAX # 609-877-1278

FENCE APPLICATION PROCEDURE AND REQUIREMENTS

\$35.00 FEE

Procedure

- 1) Fill out the Fence Zoning Permit Application.
- 2) Submit Copy of Survey/Plot Plan (this is usually with your deed or mortgage papers – we do not require a sealed copy). Indicate on your survey where proposed fence will be located. (Note: If fence is not placed on property line then you must also indicate the side and rear setbacks from your property lines.)
- 3) Once application is received it will be reviewed by a Zoning Officer for Approval/Denial. Once it is approved your permit will be ready for pickup.
- 4) \$35.00 Fee due when permit is picked-up/issued.
- 5) Call 1-800-272-1000 BEFORE YOU DIG.

Zoning Requirements

- Fence must be placed on property line. If it is not on property line than it must be zoned a minimum of 4 feet from the rear and/or side property lines.
- Fence cannot exceed 6 foot in height.
- Fence cannot extend beyond the front wall of the house.
- Post holes must be 36 inches in depth. All post holes must be dug prior to a post hole inspection. At least 24 hours in advance, you must call for a post hole inspection. You must call again for final inspection. (Inspector's Name and Phone # will be provided on the permit.)
- On Corner Lot Properties. Fences shall be permitted on the open side and must be within 10 feet of the sidewalk. (10 feet from curblin if no sidewalk is present)
- Reverse frontage properties must have a gate opening into the reverse frontage area.

WILLINGBORO



TOWNSHIP
NEW JERSEY

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**FENCE
ZONING PERMIT APPLICATION**

\$35.00 FEE

Fence Location Address: _____

Owner Name: _____ Phone #: _____

Owner Address/City/State/Zip: _____

Easement Restrictions

Applicant advised of their responsibility to remove for repairs if requested by Utility Authority.
YES _____ (Initial here)

Fence Details *Note: Fence post holes must be 3 feet (36 inches) in depth.
Fence cannot exceed 6 foot in height*

Type of Lot: CORNER INSIDE REVERSE FRONTAGE- *rear must be at least 10 ft from sidewalk (If no sidewalk then 10 ft from curblines), must also have rear gate.*

Type of Fence: REAR PERIMETER PRIVACY CORNER
Survey Attached: YES Rear Yard Plantings: YES/NO Side Yard Walkways: YES/NO
Placement on Property Line: YES/NO If NO: Side Setback: _____ Rear Setback: _____

Construction Details

Height of Fence: _____ Material: WOOD VINYL CHAIN LINK ALUMINUM
Gauge of Wire: _____ Terminal Posts Size: _____ Braces: _____
Gate Posts Size: _____ Top Rail Size: _____ Post Spacing: _____
Cost of Fence: \$ _____
Contractor Name/Address/City/State/Zip/Phone#: _____

Note: Copy of survey must also be submitted indicating where you plan to put the fence. The application will be reviewed by a Zoning Official prior to issuance of the permit.

Applicant is: Tenant Contractor Homeowner

I have been authorized by the homeowner to make this application. I agree to the terms and conditions of Willingboro Twp Fence Construction Code and Fence Ordinance.

Applicant Printed Name: _____

Applicant Signature: _____ Date: _____

OFFICE USE ONLY Approved Denied

Conditions: _____

Zoning Official:: _____ Date: _____



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WILLINGBORO TOWNSHIP FENCE CONSTRUCTION CODE

1. DESCRIPTION

Fences shall include the construction of wood, vinyl, steel, stone, brick and decorative masonry unit fences.

Details of fences expressly permitted by this code are attached hereto. Fences other than those shown shall be submitted to the Township Engineer for review. Construction of all fences shall be in accordance with this Code and, in case special review is required by the engineer, shall be in accordance with his supplementary recommendations.

Fence locations shall be in accordance with Township Ordinances. Gates shall be at least 3 feet wide and shall be equipped with a positive latching device.

2. MATERIALS

WOOD AND VINYL - Posts for wood and vinyl fences shall be of redwood or cedar. Woods of other than these types may be used if they are treated with a preservative such as creosote, pentachlorophenol or copper naphthenate. All lumber shall be free of large splits or cracks and shall be of uniform size, shape, and texture.

METAL - Materials for metal fencing shall be steel or aluminum properly suited and in accordance with the A.S.T.M. code of latest revision for the use intended. Wire for woven wire fabric shall be a minimum of 11 gauges. All metal items components shall be of a corrosion resistant material or protected with a corrosion resistant coating. Metal fence materials shall be new and free of all rust, scale, dirt, grease or all.

STONE – Stone for construction of fences shall be of only one type and from a specific source for any particular fence unless otherwise approved by the Township engineer. All stone materials shall be kept clean and free from foreign matter until used.

MASONRY UNITS – Clay or shale brick shall be new or reconditioned used brick. Other masonry units shall be form-cast, steam cured and suitable for the proposed use.

CONCRETE – Concrete for fence footings shall be either pre-mixed according to the manufacturer's directions, redi-mix or transit mix from area suppliers or proportioned on site in the ratio of 1 cubic foot of coarse aggregate (stone) with just enough water added to make the mixture workable, in no case shall the water content exceed more the 7 ½ gallons per sack of cement for job proportioned mixes. Mortar for joints in brick, block or stone fences shall be



composed of Portland cement, sand and lime and shall be one part cement, and three parts sand tempered with lime putty over 25% of cement volume.

OTHER MATERIALS - Other basic structural materials proposed for fences other than those detailed in this Code shall be submitted to the Township Engineer for prior approval by use.

3. METHODS OF CONTRUCTION

(1) For fences comprised of intermediate posts upon which basic fence material is supported the following requirements shall apply:

Posts shall be set no more than 10 feet apart. Posts shall be set a minimum of 30 inches into the ground. A base of coarse material at least 6 inches thick shall be placed under the posts. Post holes shall be backfilled with concrete or concrete and gravel alternately. Concrete shall not be permitted under the base of the posts. Finish surface surrounding the posts shall be sloped away from the posts in order to prevent water from collecting at the post locations. Fence posts shall be set plumb. Posts shall be set in straight lines and shall be set with the tops level, or on a uniform straight grade. Intermediate fence panels or material shall be fastened to the posts with corrosion resistant fasteners.

(2) Continuous fences made of stone, brick, block or other like materials shall be constructed upon a concrete footing the bottom of which shall be at least 30 inches below grade. Width of the footing shall be at least twice the thickness of the proposed fence to be erected upon it. Thickness of the footing shall be at least equal to the fence thickness. Concrete for continuous footings shall be placed on a firm even bottom. If the trench is undercut, it shall be brought back to grade using well compacted crushed stone or Portland cement concrete. In no case shall trench spoils be placed under the footing. Prior to erection of the fence, footings shall be allowed to cure for a minimum of seven (7) days. After construction of the below grade portion of the fence the trench may be backfilled and thoroughly tamped in layers not exceeding 12 inches in thickness. The top surface of continuous fences shall be set in uniform straight or curved lines to present and even appearance.