



City of Annapolis

Department of Neighborhood & Environmental Programs

160 Duke of Gloucester Street
Annapolis, MD 21401-2517

DNEP@annapolis.gov • 410-263-7946 • Fax 410-263-9158 • TDD use MD Relay or 711 • www.annapolis.gov

Fence Permit Instructions

City Code Chapter 17.34

General construction conditions

1. No part of the fence shall encroach beyond the property line and gate, nor shall any fence encroach upon any landscape easement, landscape buffer, conservation easement or City right of way.
2. Fence shall not be closer than 3' to any fire hydrant.
3. Fence installation shall not impede flow of existing storm water running through your property.
4. Fence installed over utility easement is not recommended and would be installed at owner's risk.
5. All wood in contact with earth shall be treated wood. Barbed wire or similar material is prohibited.
6. Any fence over 4' requires proof of neighbor notification.
7. If the fence is to be located in the Historic District, you will be required to file for Historic Preservation Commission (HPC) approval prior to obtaining a fence permit. You may contact the HPC at 410-263-7961.
8. Fence permits are required for all new work, replacements, repair and alterations to existing fencing and gates.

Submission requirements

In addition to the application fee (see Building Fee Schedule) and the attached Neighbor Notification Form, please provide 3 copies for residential work and 4 copies for commercial work of the following:

1. Scaled site plan showing proposed fence/gate location as well as setback information and length on all sides;
2. A picture or drawing of the type of fence proposed.



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Fence Permit Application

City Code Chapter 17.34

Site address _____

Property Tax ID _____ Commercial _____ Residential _____

Applicant information

Property owner _____ Day phone _____

Address _____

Applicant _____ Day phone _____

Contractor information

Name _____ Day phone _____

Address _____

MHIC # _____ or MD State Construction # _____ Expiration _____

Dimensions _____ length x _____ height Cost of construction \$ _____

Type of fence _____ New work _____ Replace existing _____ Repair _____ Alter existing _____

Signature _____ Date _____

FOR CITY USE ONLY

Application fee paid _____ Permit fee _____ Due _____

Special conditions

Approval Date issued _____ by _____ **Permit #** _____

Permit reviewer

Yes No _____ Date _____

Historic Preservation Commission

Yes No _____ Date _____

Planning & Zoning

Yes No _____ Date _____

DNEP final approval

Yes No _____ Date _____



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Site plan for trees in development areas

Annapolis City Code Section 17.09 requires that:

- Any tree(s) greater than 4" in diameter at breast height (4.5 ft above the ground level) that are to be removed for construction or grade outside the Critical Area must be replaced at a certain ratio.
- Trees within the immediate proximity of the construction must be protected according to certain standard practices.]
- Any vegetation removed for construction or grade within the State's Critical Area (1,000 ft from mean high water) must be illustrated on the site plan and replacements will be required.

Please sketch your project below showing the limit of disturbance (LOD). Locate all trees and vegetation proposed to be removed as well as all trees and vegetation to be saved within the LOD and 15 feet beyond the LOD (see sample). In addition, any application for a building or grading permit, or any application for a development project requiring site design review in accordance with the requirements of Chapter 21.98, shall include a landscape plan at a scale of one inch to forty feet. The landscape plan shall be considered a part of the permit or site plan design review application and shall be subject to the review requirements and administrative procedures of the title or Chapter 21.98, whichever shall apply.

All applicable requirements regarding trees in development areas must be met prior to the issue of any City building and grading permits.

Not applicable (If your project does not disturb any trees or vegetation.)

Application date _____ for address _____

Owner _____ Date _____

- Limit of disturbance (- - -)
- To be removed (TBR)
- Tree protection fencing (-.-.-.)
- 31" Sycamore
- 12" Maple
- 24" Oak (TBR)

**Proposed
addition**