



Date: \_\_\_\_\_ PID#: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Legal Description: Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Description of the Fence Material: \_\_\_\_\_

Description of the Fence Location and Height: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is the site plan attached to this application form, indicating property lines, existing structures, and proposed fence details (setbacks, height, gate(s), etc)? Yes \_\_\_ No \_\_\_

- It is the property owner's responsibility to locate property lines/corner pins and mark for the Zoning Administrator
- A fence cannot be located in the right-of-way
- A fence may be placed within an easement, but if access is required, it shall be at the property owner's expense to remove and re-install any portions of a fence
- Applicant must contact Gopher State One-Call before digging
  - Applicant must contact the Zoning Administrator after the fence is constructed for an inspection. Please call Zoning Administrator at 218-395-0102 to schedule.

**I acknowledge that I have received a copy of the fence regulations, agree to the above statements, and ensure that the fence will be constructed in accordance with the approved plans and regulations set forth.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Property Owner Signature)

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**For City Use Only**

Permit Fee Paid: \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved for construction according to the plans provided: \_\_\_\_\_ Date: \_\_\_\_\_

Subject to the following : \_\_\_\_\_

\_\_\_\_\_  
Zoning Administrator inspected completed project: \_\_\_\_\_ Date: \_\_\_\_\_  
(Zoning Administrator Signature)

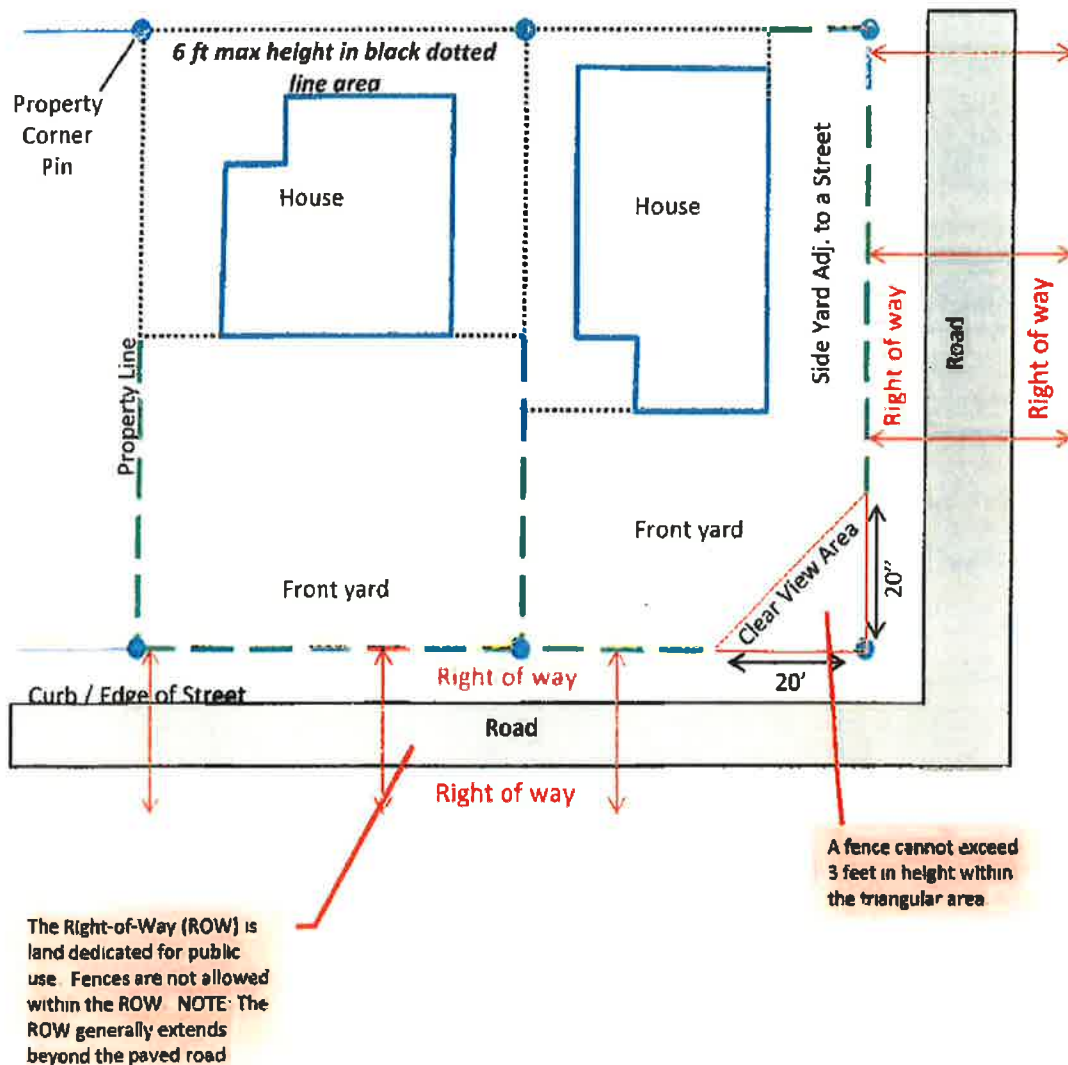


## RESIDENTIAL FENCE GUIDELINES

### A few things to remember:

- It is the property owner's responsibility to know where their property lines are. The City cannot locate property lines. Where the property line is not clearly defined, a Certificate of Survey may be required (See *Locating Property Lines*).
- Fence must be 3 feet from adjoining property lines.
- Fences may be placed in utility easements with the understanding that they will be removed at the owner's expense if access is required. Fences cannot be in the Right-Of-Way.
- A metal detector may be needed to help locate corner pins.
- Ask you neighbors if they have recently located corner pins for their properties.
- Once a pin is found, you can measure from that point to try and find the other corner pins.
- If you do locate a corner pin, do not disturb its location. It is a misdemeanor violation of Minnesota law.
- Sometimes a corner pin is no longer in place or has been moved due to erosion, construction, landscaping, or other action.
- A registered land surveyor may need to be hired to either locate property pins/lines or set new property corner pins. It is ultimately the property owner's responsibility. Only a licensed land surveyor can determine your actual property line, and a survey is the only document that can accurately show your property lines. While it may seem expensive to hire a surveyor, it may be cheaper than relocating improvements or legal costs caused by encroachment.
- Do not rely on measuring from the middle of the street or curb to identify property lines: right-of-way, street, and boulevard widths vary across the city. This method should only be used as a starting point to look for corner pins.

*NOTE: The City of Baudette assumes no liability for accuracy. It remains the property owner's responsibility to seek a registered land surveyor for reliable proof of the precise location of property lines.*



## HINTS FOR LOCATING PROPERTY LINES

- It is the property owner's responsibility for knowing and locating their property lines and corner pins/stakes.
- City staff cannot locate property lines and/or corner pins for you.
- Property corner pins are typically a 1/2" to 3/4" round iron pipe flush or slightly below the grade line. Newer pins will have a colorful plastic cap with a survey's license number on it. Some older pins could be metal posts, rebar, axle irons, pips, and other items.
- Do not rely on trees, bushes, utility poles, fences, sheds, or where you mow as your property line.