



FENCE, DUMPSTER ENCLOSURE & RETAINING WALL
2021 Zoning Development Permit (ZDP)
(Revised 1/1/2021)

Project # \_\_\_\_\_
Fee \$53.00 + Use Tax

1. Applicant Information

- a. Applicant Name \_\_\_\_\_
b. Contractor Property Owner

2. Property Owner Information

- a. Name \_\_\_\_\_ Project Contact? Yes No
b. Mailing Address \_\_\_\_\_
c. E-mail Address \_\_\_\_\_
d. Phone Numbers: Home \_\_\_\_\_ Work \_\_\_\_\_ Mobile \_\_\_\_\_

3. Contractor Information

- a. Name \_\_\_\_\_ Project Contact? Yes No
b. Company Name \_\_\_\_\_
c. Mailing Address \_\_\_\_\_
d. Field Phone # \_\_\_\_\_ E-Mail Address \_\_\_\_\_
e. Contractor License # \_\_\_\_\_ WP Business License # \_\_\_\_\_

4. Site Information

- a. Site Address \_\_\_\_\_
b. Lot \_\_\_\_ Block \_\_\_\_ Subdivision \_\_\_\_\_
c. Property Zoning \_\_\_\_\_ Lot Size \_\_\_\_\_ Acres Square Feet

5. Project Information

- a. Description of Project \_\_\_\_\_
b. Dimensions for Proposed Structure(s) \_\_\_\_\_
c. Project Valuation (cost of materials) \_\_\_\_\_
d. If you will be receiving materials at the site, please describe a loading area that avoids interference with public streets or alley \_\_\_\_\_

**6. Subcontractor/Vendor List**

Please fill out the table below with the names and contact person for all subcontractors and/or vendors associated with the project. If there are none please leave blank.



Type of Work	Company Name	Contact Person	Phone #
Engineer			
Excavation			
Grading			
Materials			
Labor			
Survey			
Other			

**7. Site Plan.** Attach a Site Plan which is a detailed drawing with the information below showing the fence, enclosure or retaining wall location with the following information:

- a. Property boundary lines and adjacent street names.
- b. All utility, drainage or other easements.
- c. Building footprint
- d. Location of proposed fence, dumpster enclosure, or retaining wall using this symbol. (X X X X X)
- e. Any retaining wall that exceeds 4' in height (as measured from the bottom of the lower course to the top of the wall) will require stamped engineered drawings at the time of submittal and a building permit through Pike Peak Regional Building Department (pprbd.org).
- f. If you have an "Improvement Location Certificate" (ILC), showing the above information in a., b., and c., then you can draw your proposed fencing on the ILC as you Site Plan.

**8. Certification**

The applicant understands that if fencing is installed within or across utility, drainage or other easements dedicated for public uses, then the City or utility provider may remove the fence as necessary for the purpose of installing, inspecting and maintaining utilities and drainage facilities; the property owner shall be responsible for replacing said structures at his own expense and shall be required to reimburse the city or utility provider for removal costs as well. (Section 18.42.110). **No retaining wall may be constructed within or across utility, drainage or other easements without written approval of the City Engineer.**

-  a. Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_
-  b. Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

**9. Permit Approval**

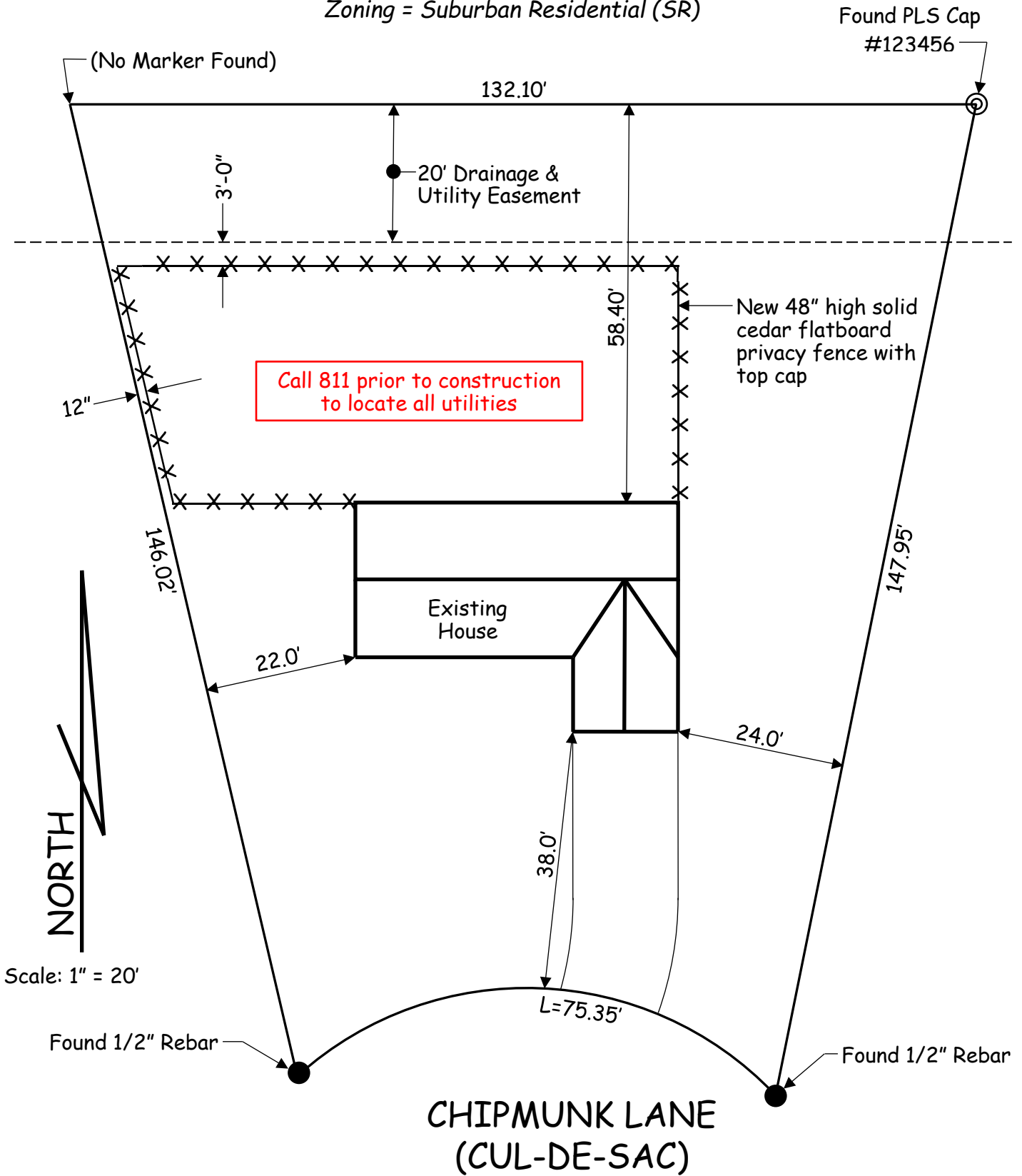
This permit is granted in accordance with the applicable provisions of the Municipal Code and solely based upon the information provided by the applicant.

Issued By \_\_\_\_\_ Date \_\_\_\_\_  
 Planning Department

# FENCE SITE PLAN

THE CHIPMUNK RESIDENCE  
ALVIN AND ELEANOR  
123 CHIPMUNK LANE  
WOODLAND PARK, CO - 80863  
(719) 687-1234  
Zoning = Suburban Residential (SR)

FOR EXAMPLE  
PURPOSES ONLY



## Chapter 18.42 - FENCING AND SHRUBBERY\*

### Sections:

#### 18.42.010 - Vision at corners.

In addition to any regulations set forth in this chapter, and any administrative exemption granted by the city manager or his designee, no type of tree, planting, sign, fence, or portion thereof, or any type of obstacle shall be planted, placed or retained in such a manner which would obstruct the vision clearance at corners, curb cuts, or cause a traffic hazard according to city specifications. This section shall also apply to all fencing, shrubbery, trees or signs, existing at the passage of the ordinance codified in this title where such fencing, shrubbery, trees or signs are a threat to the health, safety and welfare of the citizens of Woodland Park. (Ord. 210-1981 § 5(part), 1981)

#### 18.42.020 - Classification of fences.

- A. Solid fences shall include masonry walls, hedges, wood or other materials which are less than eighty percent open.
- B. Open fences shall include all fences which are greater than or equal to eighty percent open. (Ord. 210-1981 § 5(part), 1981)

#### 18.42.030 - Height of fences.

Any solid fence within the front yard shall have a maximum height of thirty-six inches if on or within the front setback and a maximum of seventy-two inches otherwise. Any open fence within the front yard shall have a maximum height of seventy-two inches. Maximum height of any fence, solid or open in the side or rear yards shall be seventy-two inches, with the exception of barbed wire fences in commercial and industrial areas. (Ord. 210-1981 § 5(part), 1981; Ord. No. 1300-2017, § 1(Exh. A), 4-6-2017; Ord. No. 1300-2017, § 1(Exh. A), 4-6-2017)

#### 18.42.040 - Barbed wire.

Barbed wire shall be permitted above the height of seventy-two inches in commercial and industrial areas for the purpose of security. In no case shall the overall height of any fence exceed ninety-six inches. Barbed wire fences shall be permitted in A-1 agriculture districts; provided, that when said fence borders another district,

adequate provision shall be made for safety. Adequate provisions shall be according to city specifications. (Ord. 210-1981 § 5(part), 1981)

#### 18.42.050 - Electrical fences.

Low amperage/low voltage "pet" electric fences may be used in any district upon approval of the installation by the building department. (Ord. 210-1981 § 5(part), 1981)

#### 18.42.060 - PUD districts.

Fences within a planned unit development may vary from the standards in this chapter, but in such case they must be in conformance with the fencing plan for the development as approved by the planning commission. (Ord. 210-1981 § 5(part), 1981)

#### 18.42.070 - Commercial and industrial districts.

There shall be a solid fence buffer with a height of seventy-two inches for all commercial and industrial lots which have a lot line which abuts a residential lot along that abutting lot line. A solid fence plan shall be submitted along with the building permit application and erection or planting of said fence shall be a prerequisite to issuance of a certificate of occupancy and shall be the responsibility of the commercial property owners. This section shall be applicable to any new construction in the commercial zone or any remodeling in the commercial zone where said remodeling cost is at least fifty percent of the original building value. (Ord. 210-1981 § 5(part), 1981)

#### 18.42.080 - Double frontage lots—Reverse frontage lots.

Double frontage lots with one frontage on a major arterial (State Highway 67 or U.S. Highway 24) may have fences solid or open up to seventy-two inches in height erected on the property line located along the major arterial. The side setback which is adjacent to the street on a reverse frontage lot shall conform to the requirements for front setbacks. (Ord. 210-1981 § 5(part), 1981; Ord. No. 1300-2017, § 1(Exh. A), 4-6-2017)

#### 18.42.090 - Exemptions.

The following fence types shall be exempt from the seventy-two inch height limitation; public tennis courts, baseball field, and other similar public recreation uses. (Ord. 210-1981 § 5(part), 1981)

18.42.100 - Administration exemption.

Where by reason of an extraordinary or exceptional situation, or condition peculiar to a piece of property the strict application of any provision of this title would result in exceptional, demonstrable unnecessary hardship, the city manager or his designee shall have the power to grant a variance from such strict application so as to relieve such demonstrable difficulties or hardships. Any applicant may appeal the decision of the city manager or his designee to the board of adjustment. (Ord. 210-1981 § 5(part), 1981)

18.42.110 - Fencing and landscaping within easements.

No fencing shall be permitted within utility easements, drainage easements, and/or easements dedicated for other public use purposes, except with the written permission of the city manager or his designee. The city manager or his designee may require the installation of gates in fences installed within or across easements when deemed necessary to provide access to and along an easement for purposes of installing, inspecting, and maintaining utilities and drainage facilities. Where fencing, landscaping, and/or shrubbery exists or are installed within an easement, the city or utility provider may remove the same as necessary for the purpose of installing, inspecting, and maintaining utilities and drainage facilities; the property owner shall be responsible for replacing said structures at his own expense and shall be required to reimburse the city or utility provider for removal costs as well. (Ord. 507-1990 § 2, 1990)

18.42.120 - Screening required for open storage areas.

- A. Any activity which requires any storage of supplies, equipment, including commercial waste dumpsters, or other materials normally stored outdoors shall be required to effectively screen from view such materials from any public right-of-ways and other properties. Such screening, approved by the city manager or his designee, shall be accomplished by the use of a seventy-two-inch solid fence, landscaping treatment, or such other material as approved. The fencing shall

comply with all of the provisions of this chapter.

- B. Activities may be excluded from this provision by an exception granted by the city council, after it hears the recommendation and findings of the planning commission. The city council must find that the open storage of such supplies, equipment, or other materials should not be screened for specific reasons as stated by the council.
- C. The following uses are exempted from this provision: structures and projects under construction, establishments providing for the rental of equipment, short term sales for goods and merchandise (i.e. a sidewalk sale), campgrounds, automobile or truck motor vehicle sales or rental, special event parking lots, agricultural operations, open air markets, transportation terminals, and commercial garden shops, nurseries and greenhouses.
- D. Open storage areas in existence on the effective date of the codified in this section shall comply with the provisions of this section no later than June 1, 1993. (Ord. 571-1992 § 1, 1992)

City of Woodland Park  
Planning & Building Department  
220 W. South Avenue  
P.O. Box 9007  
Woodland Park, CO 80866



## **EXAMPLE**

### **INSTALLATION AND MAINTENANCE AGREEMENT for FENCES and WALLS ON PROPERTY LINES**

This document is only an example intended to serve as a guide for drafting a written agreement between neighbors to erect and maintain a fence or wall on a property line. Without an agreement, there is the potential for neighbor conflict, since responsibilities by each party would not be defined, and may create contention for future property owners unaware of any unofficial or unrecorded agreement between neighbors. The intent is to avoid future conflicts that may arise.

It is strongly recommended that an agreement be recorded at the Teller County Clerk and Recorder's office, located in the Teller County Courthouse at 101 W. Bennett Avenue, Cripple Creek, Colorado, 80863.

*This example is provided for convenience only, and is not intended as a substitute for advice from legal counsel.*

#### **Recommended instructions for completion of agreement:**

- 1) Define the fence or wall height and materials.
- 2) After inserting the Agreement date, list the affected property address, the property owner(s) name(s), the property's legal description, and the owner(s) mailing address.
- 3) List owner(s) responsible for fence or wall maintenance.
- 4) All parties to the agreement should:
  - a) Sign in the presence of a notary.
  - b) Make copies of the attached notary page if different notaries are attesting to the signatures of different property owners.
  - c) Print the title of the owner next to the owner's name if any owners are corporations or partnerships.

**INSTALLATION AND MAINTENANCE AGREEMENT**

**Fence/Wall height:** \_\_\_\_\_ **Materials:** \_\_\_\_\_

This agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
between or among the following:

Property address #1: \_\_\_\_\_

Property owner(s) name(s): \_\_\_\_\_

Legal description: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Property address #2: \_\_\_\_\_

Property owner(s) name(s): \_\_\_\_\_

Legal description: \_\_\_\_\_

Mailing address: \_\_\_\_\_

The above listed and undersigned parties hereby agree that a **(fence/wall)** may be erected on the property line or lines separating the above-listed owners' properties, and as indicated on the attached Site Plan, labeled "Exhibit A".

Execution of this agreement indicates that the above listed and undersigned property owners agree that the proposed **(fence/wall)** location corresponds with the property line(s) between affected properties. The undersigned also agree that the owner(s) of property address #\_\_ above shall be responsible for the installation and maintenance of the **(fence/wall)** at **(their own expense/at the expense of both parties) ▶ [choose]**

This agreement shall be binding upon and inure to the benefits of the parties and their respective heirs, executors, administrators, and assigns, and shall transfer to any new property owner(s) of either property. It shall be both property owners' responsibility to disclose this agreement in the event of a property transfer or sale.

\*\*\*\*\*

\_\_\_\_\_  
Print Owner's Name

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Print Owner's Name

\_\_\_\_\_  
Owner's Signature

**CITY OF WOODLAND PARK  
COUNTY OF TELLER**

On this \_\_\_ day of \_\_\_\_\_, 20\_\_\_ and before a notary public, the undersigned personally appeared before me, and is known to me (or satisfactorily proven) to be the persons whose names are subscribed within this instrument, and acknowledge that they executed the same for the purposes contained herein.

WITNESSETH, I hereunto set my hand and notarial seal on the day and year as first written above.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

[ SEAL ]

• Mail OR deliver copy to: City of Woodland Park  
Planning & Building Department  
220 W. South Avenue  
P.O. Box 9007  
Woodland Park, CO 80866

\* \* \* \* \*

**RECORDING INFORMATION**

RECORDED IN THE TELLER COUNTY CLERK AND RECORDER'S OFFICE

RECORDED THIS \_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_

IN BOOK \_\_\_\_\_ AT PAGE \_\_\_\_\_