

# Residential Fence Permit Checklist

## What You Need Before You Apply

Zoning & Building Permits · City of Holstein, Iowa · Residential District (R-1)

**\$40.00**

### Permit Fee — Due at Time of Application

Payment must be included with your application.  
Permits will not be processed until the fee is received.

A Fence Permit is required before construction begins on any fence in the City of Holstein. Use this checklist to confirm your application is complete. Incomplete applications cause delays. All fences must comply with §165.21 of the Holstein Zoning Code. Questions? Call (712) 368-4898.

### APPLICANT INFORMATION

Property Owner Name	Property Address
<input type="text"/>	<input type="text"/>
Contractor / Installer (if applicable)	Phone Number
<input type="text"/>	<input type="text"/>
Zoning District	Date Submitted
<input type="text"/>	<input type="text"/>

## 1. Application Basics

§165.12 · §165.21

- Completed and signed Building Permit application form**  
*Available at City Hall or on the City website*
- Permit fee of \$40.00 included — check, cash, or money order payable to City of Holstein**  
*Permits are not processed until payment is received*
- Property is located in a Residential District (R-1)**  
*Residential fence rules apply in R-1. Different standards apply in other districts · §165.21*
- No work has begun — construction cannot start before the permit is approved**  
*§165.12(2)*

## 2. Site Plan / Drawing Required

§165.18

- Site plan or drawing showing the proposed fence location on the property**  
*Must show the fence line in relation to property lines, the house, and any structures*
- Drawing identifies all property lines and dimensions of the lot**
- Drawing shows the distance from the fence to all property lines**  
*Fence must be at least 3 feet from all property lines unless a mutual property-line agreement is in place · §165.21(8)(B)*
- Drawing indicates which yard(s) the fence will be in — front, side, and/or rear**  
*Height limits are different depending on which yard the fence is located in · §165.21(1)*

## 3. Height Requirements

§165.21(1)

- Fence in the FRONT YARD does not exceed 4 feet in height**  
*Height is measured from the average grade along the fence line · §165.21(1)*
- Fence in a SIDE or REAR YARD does not exceed 6 feet in height**  
*Height is measured from the average grade along the fence line · §165.21(1)*
- Fence is entirely within the boundaries of your property**  
*The centerline of the fence must be located inside your property line · §165.21(1)*

**4. Setback Requirements — Distance from Property Lines**

§165.21(8)(B) · §165.21(1)

*Setbacks are measured from your property line to the centerline of the fence.*

- Fence is setback at least 3 feet from ALL property lines — front, side, and rear**  
*Required minimum setback for all residential fences. The only exception is a recorded mutual property-line agreement · §165.21(8)(B)*
- Fence does not encroach into any utility or drainage easement on the property**  
*Check your property abstract or recorded plat for easement locations before installing · §165.12(6)*
- On a corner lot: fence on the side street side is set back to match the required front yard setback for that street (20 feet in R-1)**  
*Corner lot side yards abutting a street must equal the front yard setback · §165.41(4)(B) · §165.25 Table 1*
- No part of the fence — including posts, footings, or any overhang — crosses the property line**  
*The fence centerline must stay inside your property unless a notarized and recorded mutual agreement is in place · §165.21(1)*

**5. Corner Lot — Traffic Visibility Triangle**

§165.16

*Complete this section only if the property is on a corner lot.*

- No fence, wall, hedge, or planting over 2.5 feet in height within the traffic visibility triangle**  
*The triangle is formed 25 feet from the intersection of the public right-of-way lines on each street · §165.16*
- Traffic visibility triangle is clearly shown on the site plan**  
*§165.16*

**6. Placing Fence Directly on a Property Line (If Applicable)**

§165.21(3)

*Complete this section only if you intend to place the fence directly on a shared property line.*

- Written agreement signed by both property owners specifying fence placement, maintenance responsibilities, and cost sharing**  
*Both owners must sign · §165.21(3)(A)*
- Agreement is notarized**  
*§165.21(3)(A)(2)*
- Notarized agreement is recorded with the Ida County Recorder's office**  
*Must be recorded for all involved properties · §165.21(3)(A)(2)*
- Copy of the recorded agreement is included with this permit application**  
*§165.21(3)(B)(2)*

**7. Approved Fence Materials**

§165.21(4)

- All materials are new or like-new and in sound condition with no visible deterioration**  
*§165.21(4)*
- Material is one of the following: wood (pressure-treated, cedar, or redwood), vinyl/PVC, masonry (brick, stone, or concrete block), composite fencing material, or metal (wrought iron, aluminum, or galvanized steel)**  
*§165.21(4)(A–E)*
- If chain link: galvanized steel, aluminum-coated, or vinyl-coated wire; gauge between 9 and 11.5; mesh openings no more than 2 inches per side; top rail and tension wire included**  
*§165.21(4)(E)(1–4)*
- Posts are galvanized or powder-coated steel, aluminum, or treated wood — no makeshift posts**  
*§165.21(4)(F)*

**8. Prohibited Materials — None of These May Be Used**

§165.21(5)

- No pallets, scrap wood, or untreated lumber**  
*§165.21(5)(A–B)*
- No corrugated metal panels not designed for fencing**  
*§165.21(5)(C)*

**No tires, tarps, or other unconventional materials**  
§165.21(5)(D)

**No rusted, corroded, or structurally unsound materials**  
§165.21(5)(E)

**No recycled or salvaged materials not approved for structural integrity**  
§165.21(5)(F-G)

**9. Construction & Structural Standards** §165.21(8)

**Finished surfaces of the fence face toward adjacent properties and street frontage — not toward your own yard**  
§165.21(8)(A)

**Posts are set at least 24 inches below ground and anchored in concrete or similarly durable material**  
§165.21(8)(C)(1)

**Panels or slats are evenly spaced, securely attached, and aligned — no leaning or visibly unstable sections**  
§165.21(8)(C)(2-3)

**Fence is constructed to withstand local weather conditions**  
§165.21(8)(D)

**Fence maintains consistent design, color, and material throughout — no improvised or makeshift sections**  
§165.21(8)(E)

**10. Prohibited Fence Types in Residential Districts** §165.21(6-7)

**No electric fence — underground invisible (pet containment) fencing is allowed, but no above-ground electric fencing**  
§165.21(6)

**No barbed wire fence**  
*Barbed wire is prohibited in residential districts - §165.21(7)*

**COMMENTS / NOTES**

**Ready to Submit?**

<b>DROP OFF IN PERSON</b> 119 S Main Street, Holstein, IA 51025 Mon-Fri 8:00 AM – 4:30 PM	<b>EMAIL THE CITY ADMINISTRATOR</b> administrator@holsteinia.gov Tammy Nuckolls, City Administrator
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*Questions? Call (712) 368-4898 or email administrator@holsteinia.gov before submitting.*