

**BUILDING DEPARTMENT - VILLAGE OF MINEOLA
FENCE PERMIT APPLICATION**
All information to be printed or typed, black or blue ink only.

- Fence Permit Application completed. COPIES OR FAXES ARE NOT ACCEPTED
- A legible and accurate Property Survey included. (2)
- Survey indicates exact location, height and type of fence.
- All signatures notarized.
- Insurance Certificate(s) included

Contractors shall submit Workmen's Compensation & Disability Certificates, with General Liability coverage no less than \$2,000,000 aggregate. **VILLAGE OF MINEOLA MUST BE CERTIFICATE HOLDER ON ALL AND NAMED AS ADDITIONALLY INSURED ON LIABILITY ONLY.** If the homeowner is the contractor, the homeowner's Insurance Certificate shall be submitted.

NOTE: Finished side of any fence shall face out to adjoining property.

NOTE: Permit fee is \$100. Acceptable payment is Cash, Check or Money Order payable to Village of Mineola.

Street address of property _____

Section 9, Block _____, Lot(s) _____ Zoning District _____

(√) all applicable: New _____ Extension _____ Replacement _____

Name, address and phone of property owner	Name, address and phone of applicant

Notarized signature: (sign AND print name) Notarized signature: (sign AND print name)

*

** I certify by my signature that I and the owner of aforesaid property, or that I am the duly authorized agent of the owner with full power to act on his/her/their behalf.*

Name, address & phone of Contractor, if any:

Brief description of proposed fence:

= = = = = DO NOT WRITE BELOW THIS LINE = = = = =

_____ VOM Plan. Board	Date Received _____
_____ VOM ZBA	Date Issued _____
_____ Final Approval	Bldg. Inspector _____

PERMIT # _____

**Incorporated Village of Mineola
Building Department**

155 Washington Avenue
Mineola, NY 11501
Phone (516) 746-0750; Fax (516) 746-4065

Re: Section _____ Block _____ Lot(s) _____

Street Address _____

Fence Permit # _____

Dear Sirs:

If future surveys prove our fence to be located on adjacent property, or the fence is erected, constructed or installed in a manner which is contrary to the conditions of the fence permit or Municipal Code as it relates to fences, the undersigned agrees to the following:

1. The fence will be relocated promptly to our property at our own expense.
2. We have no intention of filing adverse possession claims now or in the future related to the area enclosed by the subject fence.
3. The Incorporated Village of Mineola is indemnified from any claims arising from this matter, specifically with regard to claims arising from disputes over property lines.
4. In the event that said fence is erected in a manner contrary to the approved application or village ordinances, the fence will be corrected promptly at our own expense.

We specifically do not relinquish any rights or possession of land not enclosed within the fence lines and we will advise those who are responsible for this property in the future.

signature of resident

print name

Notary Public

CHAPTER 30

ZONING

ARTICLE VI

SUPPLEMENTARY REGULATIONS

§ 30.61 Fences and buffers

A. Permit required.

No fence or wall may be erected without a building permit issued by the Enforcement Officer.

B. Residential districts.

1. In residential districts, a fence, not exceeding six (6) feet in height, shall be permitted on the rear lot line and along those linear portions of the side lot lines enclosing rear yard provided, however, that the six (6) foot fencing and its relationship to the street fronting upon the premises shall not exceed a greater distance frontward to the street than the rear building line of adjacent dwellings on either side. For purposes of interpretation, a rear building line shall refer only to the principal structure on a lot and shall not include patios, porches or other extensions thereto. Fencing for all other lot lines shall not exceed four (4) feet in height, shall be of open construction and shall in no case extend nearer to the street than the front line of the dwelling. On corner lots, no rear yard fence shall extend nearer the street than the side line of the dwelling. [Amd. LL #1, 88; 2/24/88.]

§ 30.61

MUNICIPAL CODE

2. Hedges and shrubs shall be permitted to extend to the property line, but where extending nearer the street than the line of the dwelling on the property, they shall not exceed three (3) feet in height. Where no dwelling exists on said property, any hedge or shrub extending nearer the street than the average set back line of the block shall not exceed three (3) feet in height. In no event shall hedges or shrubs encroach beyond the property line so as to interfere with public walkways.

3. Where the property abuts on any land zoned business or manufacturing, a fence along such abutting line may be erected to a height not to exceed seven (7) feet.

LOCAL LAW #3 OF 2008
ADOPTED ON SEPTEMBER 17, 2008

**LOCAL LAW AMENDING CHAPTER 30 OF THE MUNICIPAL
CODE OF THE INCORPORATED VILLAGE OF MINEOLA, ENTITLED
"ZONING", SECTION 30.61 ENTITLED "FENCE AND BUFFERS", SUBDIVISION (B)
ENTITLED "RESIDENTIAL DISTRICTS" TO REDUCE SETBACK REQUIREMENTS
FOR FENCES WITHIN THE INCORPORATED VILLAGE OF MINEOLA**

§30.61 Fences and buffers

B. Residential districts.

1. In residential districts, a fence, not exceeding six (6) feet in height, shall be permitted on the rear lot line and along those linear portions of the side lot lines enclosing rear yard provided, however, that the six (6) foot fencing and its relationship to the street fronting upon the premises shall not exceed a greater distance frontward to the street than the rear building line of adjacent dwellings on either side. For purposes of interpretation, a rear building line shall refer only to the principal structure on a lot and shall not include patios, porches or other extensions thereto. Fencing for all other lot lines shall not exceed four (4) feet in height and shall in no case extend nearer to the street than the front line of the dwelling. On corner lots, a fence of up to six (6') feet in height may enclose that portion of the property extending from the rear building line to the rear property line provided that the side of the fence facing the street shall be governed by the following rules: if the street-side building line is set back thirteen (13) feet or more, the fence shall be set back a minimum of four (4') feet from the street-side property line; if the street-side building line is set back between ten(10') feet and thirteen (13')feet, the fence shall be set back a minimum of forty-two (42") inches from the street-side property line; if the street-side building line is set back less than ten (10') feet, the fence shall be set back a minimum of thirty (30") inches from the street-side property line. In each of the instances where a rear yard six (6') foot fence shall be located closer to the street than the street-side building line, natural shrubbery screening shall be placed between the property line and the street-side fence. Additionally, on corner lots, a fence of up to four (4') feet in height may be located along the side yards of the property between the rear line of the building and the front line of the building provided that the side of the fence facing the street may not be located closer than the minimum setbacks established above. Permitted fence designs and materials shall be listed in a catalog of fencing pre-approved by the Board of Trustees and maintained by the Building Department. The installation of any fence designs or materials not listed in the fence catalog shall require a variance from the Zoning Board of Appeals.