



FENCES

Informational Handout

City of Shakopee | 485 Gorman St., Shakopee MN 55379 | Building Inspections: Phone: 952-233-9396 | Fax: 952-233-3801 | ShakopeeMN.gov

DEFINITIONS

Fence—Any permanent partition, structure, or gate erected as a dividing marker, barrier, or enclosure encircling either wholly or any portion of any area.

Garden Fence—A fence that is no more than 3 feet in height measured at grade, that may be easily removed that is used to protect gardens from animals.

Opaque—A surface that is solid, or mostly solid, that blocks the line of site into a premises and does not allow the passage of light or air determined by calculating the average openness of the fence from top to bottom over 50 feet.

PERMITS

A permit is required prior to any fence installation, except garden fences and plastic snow fence ≤ 4 feet in height between Oct. 1–April 1 when out of right-of-way, easements, and sight triangle(s). No permit is required to repair an existing fence.

Whomever applies for the permit (e.g. contractor or property owner) is responsible for complying with all permit requirements and conditions of approval.

PROCESS

- Contact the Building Inspections Department at 952-233-9396 or inspections@ShakopeeMN.gov to request a copy of a property survey if available. In most cases, if a survey is not on file, an aerial photo of the property from [Scott County GIS](#) showing the property lines and existing structures may be used.
- Apply online: ePortal (ShakopeeMN.gov/eportal)
- Permit request is routed to the Engineering & Planning Department as well as Shakopee Public Utilities for review and approval.
- Requests for revisions (if required) will be sent via email to the applicant from the ePortal.
- Once approved, applicant will receive an email requesting payment of an Invoice. The permit fee is per the [current fee schedule](#).
- Once the fee is submitted (pay online or submit a check payable to the City of Shakopee), the permit will be issued. The applicant shall download the approved site plan with staff comments and provide that documentation to the fence installer. Please note, the originally submitted plan is **NOT** the approved plan.
- After installation, the applicant shall call the building Building Inspections Department at 952-233-9396 to schedule a final inspection.

SUBMITTAL REQUIREMENTS

- Apply online: ePortal (ShakopeeMN.gov/eportal)
- Upload a survey (or aerial photo with property lines if survey is not available) showing the following:
 - Existing structures
 - Proposed fence and gate locations with dimensions of each side
 - Proposed fence setback from property line(s) (minimum 2 inches) unless written, notarized permission is submitted (see next bullet)
 - Proposed setback from existing or proposed sidewalk/trail
 - Proposed setback from utility line(s)
- Upload written, notarized permission from neighboring property owner(s) if proposing to place the fence directly on a property line and/or proposing to physically connect to an existing fence on an adjacent property.
- Upload written permission to place a fence in an easement held by others (e.g. Xcel Energy, CenterPoint, Northern Natural Gas)

CONSTRUCTION REQUIREMENTS

- Fences shall be constructed of exterior rated materials that are low maintenance or easily maintained. Pallets or other non-exterior rated wood, sheet metal, barbed wire, razor wire/concertina wire, materials with the capability to carry/hold/emit an electrical current, plastic slats, and mesh are prohibited.
- Max height in a front yard setback is 3 feet and must be outside of any easement areas or sight triangle(s). In the case of a double frontage lot, fences ≥ 3 feet in height are allowed in the setback on a street frontage from which access is not obtained.
- Max height for residential uses outside of front yard setback: 6.5 feet
- Max height for commercial/industrial uses outside of front yard setback: 8 feet and must meet MN State Building Code
- Chain link materials shall be minimum 11-gauge with a top rail
- Finished side shall face adjacent properties or the public right-of-way

PLACEMENT REQUIREMENTS

- Minimum setback of 2 inches from property lines to fence post or panel OR provide written, notarized approval from adjacent property owner(s) to place fence on the property line or physically connect to an existing fence on an adjacent property.
- Minimum of 3 feet from:
 - Fire hydrants
 - Traveled edge of an alley or property line, whichever is greater
- Minimum of 5 feet from:
 - Edge of existing or proposed sidewalk/trail
 - Outside edge of a catch basin
 - Utility line
- Out of the sight triangle per [City Code Section 151.125](#)
- Shall be above the 100-year High Water Level (HWL) of any waterway, lake, stream, stormwater basin, wetland, etc.
- Shall be out of trail easements, conservation easements, and not on city property. No fence allowed when it impacts the flow of drainage or emergency overflow path without permission from the Engineering Department.
- In the Shoreland Overlay District, fences shall be \leq 4 feet and maximum opacity of 50%

INSPECTION REQUIREMENTS

- Final inspection of completed work
- Property corner pins shall be exposed for final inspection. Please note, the city does not have a surveyor on staff and does not locate property corner pins/lines. Contact a third-party surveyor for assistance locating or setting pins if you are unable to locate them.

OTHER REQUIREMENTS

- Contact Gopher State One Call at 811 or gopherstateonecall.org prior to digging.
- Fences proposed around a swimming pool shall meet the requirements of [City Code Section 111.09 D](#).