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**TIMELINE FOR ISSUANCE OF PERMITS:**

**15 Business Days to review and approve Residential & Sign Permits.**

**30 Business Days to review and approve Commercial Permits & Zoning Applications.**

To ensure a timely approval process, make sure applications are complete.  
Anything that exceeds 400 square feet is required to have Stormwater Management

## **FENCE PERMIT**

**Permit Required:**

1) Fence Permit Application

Required Fee: \$75.00 (Check made payable to "Borough of Malvern")

Breakdown of fees:

\$75 for Fence Permit

**Required Documents:**

2 copies of site plans with the location of the fence are required with permits.

(Please note that the fence cannot be on the property line)

**Zoning Information:**

**§ 220-2308 Fences and walls.**

A. No fence, wall, or other obstruction shall be erected, allowed, or maintained and no hedge, tree, shrub, or other growth shall be planted or allowed to exist that dangerously obstructs vision for through traffic at private streets, driveways, street intersections or along streets in accordance with § 220-2306.

B. Fences, walls, and hedges that are in conformance with this chapter and other applicable ordinances are allowed with the required setbacks for that district. Fences and walls shall be constructed within the property lines of the lot being enclosed by such fence or wall.

C. Fences and walls may be erected, altered, and maintained within the yards, excluding required buffer yards, provided that any such fence in the front yard shall not exceed 3.5 feet in height; and any fence or wall in the side or rear yard shall not exceed six feet in height, except as permitted in this chapter. Retaining walls, constructed for the express purpose of holding back or supporting earth, shall be exempted from said height provisions.

D. A fence shall have the finish side facing adjacent properties. Permits Frequently Asked Questions 1 East First Avenue Suite 3 Malvern, Pennsylvania 19355 Phone 610.644.2602 Fax 610.644.4504 Email [malvern@malvern.org](mailto:malvern@malvern.org)

E. In a case relating to storage and waste disposal of hazardous materials under this article, a fence or wall is exempt from height restrictions, and shall be of sufficient height and construction as deemed appropriate by the Borough Zoning Officer.

# MALVERN *Borough*

1 E First Ave., Ste 3

Malvern, PA 19355

## Fence Permit Application (Zoning)

Date: \_\_\_\_\_ Permit No.: \_\_\_\_\_ Fee Paid (\$75.00): \_\_\_\_\_

Address: \_\_\_\_\_ UPI No.: \_\_\_\_\_ Zoning: \_\_\_\_\_

Applicant: \_\_\_\_\_ Applicant Phone: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner & Address (if different): \_\_\_\_\_

Contractor & Reg. #: \_\_\_\_\_ Contractor Phone: \_\_\_\_\_

Type of fence Proposed: \_\_\_\_\_ Height: (Side / Rear Yard) \_\_\_\_\_ (Front) \_\_\_\_\_

Does the proposed fence cross an existing easement, wetland, or other site-restricted area? \_\_\_\_\_

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*Department use*

Application Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_ Zoning Officer: \_\_\_\_\_

If Not Approved: \_\_\_\_\_

**Note: A plot plan showing property lines, buildings, driveway, sidewalks, and location of proposed fence shall accompany this application when submitted or permit will not be approved.**

### General Requirements

1. If the proposed fence crosses an existing easement area an Easement Agreement shall be executed and recorded.
2. Fences associated with specific uses shall meet the requirements of the Malvern Borough Zoning Ordinance.
3. Finished side of fence must face outward.
4. Fences associated with residential pools shall meet the requirements of Appendix G of the International Residential Code and Pennsylvania Uniform Construction Code.
5. Fences associated with commercial pools shall meet the requirements of Section 3109 of the International Building Code and Pennsylvania Uniform Construction Code.
6. Applicant shall notify Malvern Borough after the fence is installed to schedule a site inspection.

Site Inspection Date: \_\_\_\_\_ Final Inspection Passed: \_\_\_\_\_ Failed: \_\_\_\_\_ Inspector: \_\_\_\_\_

If Failed, explain: \_\_\_\_\_

Number

Street

Parcel No:

Zoning District

**MALVERN**  
*Borough*

Property Line

Rear

Draw in perimeter of existing structure (s) and draw in all impervious elements.

Indicate all setback distances from the property lines.

Side

Side

Property Line

Front

Right of Way (ROW) Line

Paved Street

NOTES TO APPLICANT:

- DRAW THE ACTUAL LOCATION OF THE EXISTING STRUCTURES (S).
- DRAW THE PROPOSED CHANGE (S) TO THE EXISTING.
- INDICATE THE EXISTING DISTANCES OF THE EXISTING STRUCTURE (S) AND THE PROPOSED CHANGES RELATION TO THE PROPERTY LINES, AND INDICATE ANY EXISTING UTILITIES, UTILITY EASEMENTS OF PROPOSED UTILITY CHANGES.