

Building Inspections

It is your responsibility to schedule inspections with the Town Building Inspector. You can arrange this by calling the building inspector, Paul Hermes, mobile phone (920) 858-0102. All zoning code questions should be directed to the Town Hall.

This brochure is intended to be a guide only and does not supersede any rules, regulations, ordinances or statutes.

Updated: June 2012



N178 County Rd N
Appleton, WI 54915
Phone: (920) 734-8599
Website: www.townofbuchanan.org



Requirements For Residential Fences



The following steps are required:

1). Determine if a Shoreland Zoning or Conditional Use permit would be needed, (Town will assist). If a Shoreland Zoning or Conditional Use permit is required, you will need to obtain one from Outagamie County Zoning Department at (920) 832-5255, 410 S. Walnut St., Appleton, WI 54911, and provide us with a copy prior to completing your building permit application.

Review the Town Zoning Code for proposed structure compliance, Section 525-34(E).

Key requirements of the code include:

- No fence shall have sharp/pointed pickets.
- Hedges and other plantings shall be continuously trimmed and all parts thereof confined to the property on which planted.
- Fences may be located on lot lines.
- No fence or hedge exceeding 3½ feet in height shall be allowed within the building setback limits adjacent to a street right-of-way, except that, in a rear yard setback where there is no access to a street right-of-way.
- The maximum height of fences on any other boundary line shall not be more than six feet in height, except the hedges may be permitted to grow to their natural height and pools with self-contained fencing or guard-rails may reach a height of eight feet.

- Barbed wire fences, electrical fences, and single-double- and triple-strand fences are prohibited.
- The most attractive side of a fence shall face adjoining property.

2). Obtain a General Permit form at the Buchanan Town Hall office, N178 County Rd N, Appleton, WI 54915. General Permit application needs to be completed. The General Permit form is a standard form and some questions may not apply, please fill in all applicable lines. Fill in the dimensions and setbacks on the form, do not put "see attached" as this form gets distributed to three different locations. Please be sure to fill in the projected cost of the project, sign and date. All three parts of the form get returned to the Buchanan Town Hall office along with a Site Plan.

3). Along with the completed General Permit form you will need to submit a Site Plan. You may prepare your own Site Plan.

The Site Plan should clearly show:

- The layout and dimensions of the fence.
- Distances to lot lines.
- Abutting street names.
- An arrow indicating north.
- Easements and utility right-of-ways, (if known).
- The street address and the site's legal description, (if known).

4). Permit fee needs to be paid when the completed application and site plan are submitted, cash or check payable to "Town of Buchanan."

5). Please indicate if you would like to be called when the permit is complete or have it mailed to you.

6). Display the permit where it can be seen from the street for the duration of construction. Call Digger's Hotline at (800) 242-8511 prior to any digging.

7). Any questions please call the Buchanan Town Hall office at the number listed below.



N178 County Rd N
Appleton, WI 54915

Phone: (920) 734-8599

Fax: (920) 734-9733

E-mail: clerk@townofbuchanan.org

Office Hours: 8:00 a.m. to 4:00 p.m.