



THE TOWN OF WOODWAY

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<http://www.townofwoodway.com/permits/development.htm>

FENCE & WALL PERMIT INFORMATION

A fence permit is required for any new fencing. Minor repairs do not require a permit. Please refer to WMC chapter 14 under your zoning regulations for further details about fence types permitted, heights, etc. The following information is required when submitting a fence permit application:

- One copy of a completed Master Permit application
- One copy of an Environmentally Sensitive Area checklist
- One copy of a Tree Permit Supplement
- Two site plans that show the following:
 1. Width and name of adjacent right-of-way
 2. Location of house & other structures
 3. Property Lines
 4. Setbacks of structures from property lines (per Woodway zoning)
 5. Proposed fence location, noting type of material, post placement, etc.
 6. Sensitive areas such as streams, steep slopes, wetlands, etc.

* If using a fence contractor, the contractor is required to have a Town of Woodway Business License (\$50/yr.) and must submit a copy of their Dept. of Labor & Industries current registration along with the application material.

Code Interpretations

- The height of a retaining wall is measured to the low grade side if the wall is retaining a fill and to the high grade side if it is retaining a cut. If a fence is placed on top of a wall, the height of the wall shall be included as part of the fence, unless the fence is offset horizontally from the wall by at least the height of the wall.
- Fences are measured from the grade below them regardless of whether it is the original grade or not. Fences on top of retaining walls must comply with the above.
- All fences and walls require a permit. The only exception is for masonry and retaining walls not exceeding four (4) feet in height and not supporting a surcharge. If a masonry or retaining wall meets those criteria and is not in the setback, it does not require a permit.
- A perimeter fence is a fence that is in a setback area.
 - Fences in the setback may not exceed six (6) feet in height.
 - Masonry and retaining walls in the setback may not exceed four (4) feet in height.
 - Game court fences in the setback may not exceed twelve (12) feet in height.

The submittal packet will be reviewed by the Town Public Works Director and/or Building Official to verify conformance with all relevant code requirements. You will be informed when the permit is approved and ready to be picked up. No work is to be done prior to permit issuance.

Permit & Review Fees

The fence permit fee is based on the valuation of the fence. Please see the current fee schedule for the applicable fees. Your permit fee provides a plan check, permit issuance, and one site inspection. Any additional inspections will have fees assessed based on the current fee schedule.