

The City of Browns Valley

PO Box 334
19 3rd Street South
Browns Valley, MN 56219
Phone: (320) 695-2110
Fax: (320) 695-2127

Permit Fee: \$25.00

CITY OF BROWNS VALLEY FENCE APPLICATION AND PERMIT

Date: _____

Owner: _____

Address: _____

Phone Number: _____

Fence material/composition: _____

Applicant must attach to this form a proposed site plan with property lines, existing structures, and fence height.

Applicant must call Gopher State One-Call before digging (651-454-0002)

Applicant must call the City of Browns Valley after the fence is built (320-695-2110)

***Note: Property owner's responsibility to verify location of property lines/pins.
Fence must be out of the right-of-way and if property line agreement is not signed by neighboring property, fence must be three (3) feet from property line.
Gate is required from front to rear yard for access. (Recommended for access to curb stop)**

Applicant certifies that the fence will be constructed exactly as noted on this permit application.

Sign: _____ Date: _____

Approved for construction according to the plans provided: City Signature: _____

Date: _____

Building Inspector reviewed completed project: _____ Date: _____

www.brownsvalleymn.com

HINTS FOR LOCATING PROPERTY LINES

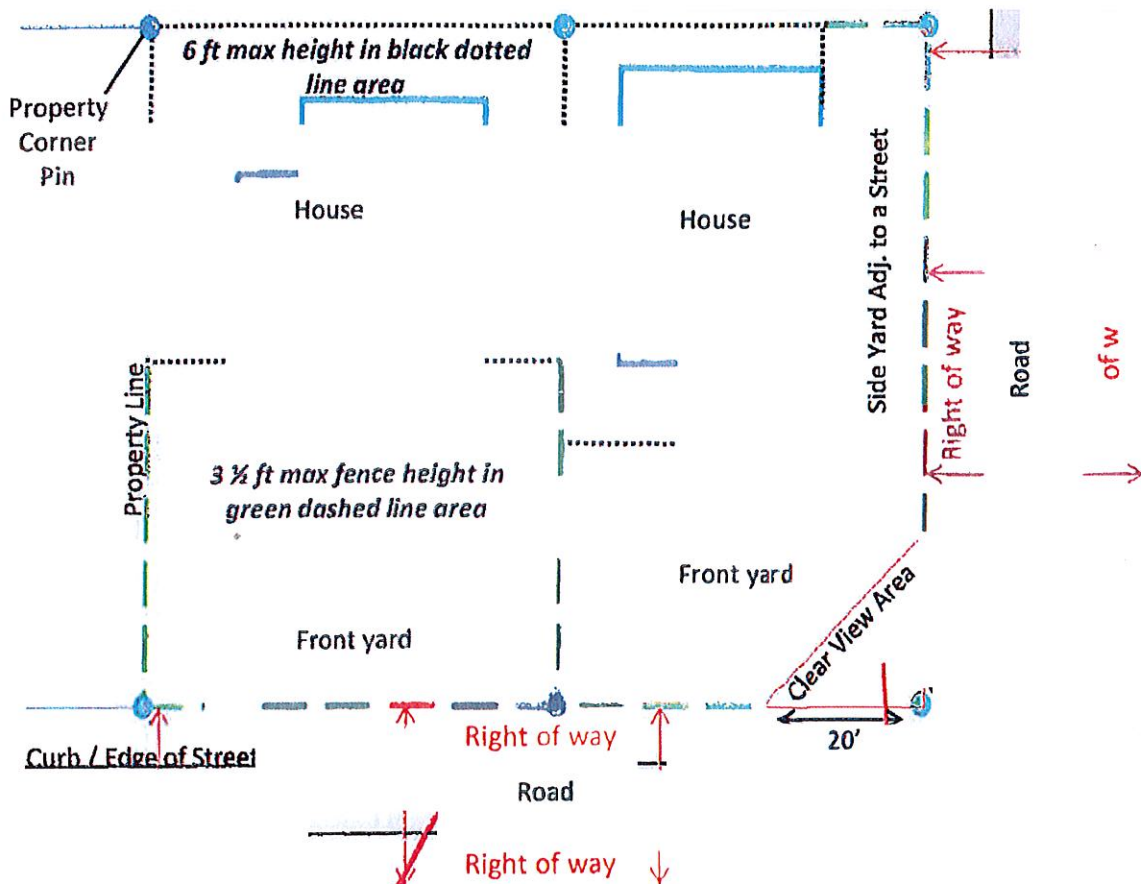
- It is the property owner's responsibility for knowing and locating their property lines and corner pins/stakes.
- The city can provide (if available): lot dimensions and copy of the plat or Survey.
- City staff cannot locate property lines and/or corner pins for you.
- Property corner pins are typically a ½" to ¾" round iron pipe flush or slightly below the grade line. Newer pins will have a plastic cap with a survey's license number on it. Some older pins could be metal posts, rebar, axle irons, pips, and other items.
- Do not rely on trees, bushes, utility poles, fences, sheds, or where you mow as your property line.
- A metal detector may be needed to help locate corner pins.
- Ask your neighbors if they have recently located corner pins for their properties.
- Once a pin is found, you can measure from that point to try and find the other corner pins.
- If you do locate a corner pin, do not disturb its location. It is a misdemeanor violation of Minnesota law.
- Sometimes a corner pin is no longer in place or has been moved due to erosion, construction, landscaping, or other action.
- A registered land surveyor may need to be hired to either locate property pins/lines or set new property corner pins. It is ultimately the property owner's responsibility. Only a licensed land surveyor can determine your actual property line, and a survey is the only document that can accurately show your property lines. While it may seem expensive to hire a surveyor, it may be cheaper than relocating improvements or legal costs caused by encroachment.
- Do not rely on measuring from the middle of the street or curb to identify property lines: right-of-way, street, and boulevard widths vary across the city. This should only be used as a starting point to look for corner pins.

The City of Browns Valley assumes no liability for accuracy. It remains the property owner's responsibility to seek a registered land surveyor for reliable proof of the precise location of property lines.

RESIDENTIAL FENCE GUIDELINES

A few things to remember:

- It is the property owner's responsibility to know where their property lines are. The City cannot locate property lines. Where the property line is not clearly defined, a Certificate of Survey may be required (See *Locating Property Lines*).
- Fence must be 2 feet from adjoining property lines, unless the owner: (1) has a Certificate of Survey; OR (2) property pins located, OR (3) the neighboring property owner agrees in writing through the *Property Line Fence Location Agreement*.
- Fences may be placed in utility easements with the understanding that they will be removed at the owner's expense if access is required. Fences cannot be in the ROW.



A fence cannot exceed 3 feet in height within the triangular area.

The Right-of-Way (ROW) is land dedicated for public use. Fences are not allowed within the ROW. NOTE: The ROW generally extends beyond the paved road.

PROPERTY LINE FENCE LOCATION AGREEMENT

(To be utilized when a fence is proposed up to or on a property line adjoining another property).

THIS AGREEMENT, made this ____ day of _____, 20__ by and between

_____ (Property Owner #1) of said described property:

Address and legal description of property: _____

and _____ (Property Owner #2) of said described property:

Address and legal description of property: _____

-
1. The above mentioned owners hereby mutually agree to allow for the construction of fencing up to or on the shared lot line of the properties described above and have agreed on the location of the fence.
 2. The terms of this agreement shall be permanent until such time as the owners authorize different requirements by written agreement.
 3. This agreement does not constitute a relocation or a "practical location" of the shared lot line of the owners' properties as described in the public records of the County Recorder.
 4. This agreement shall be binding upon the parties hereto and their heirs, successors, and assigns.

IN TESTIMONY WHEREOF, the owner(s) have set their hands as of the day and year first above written.

(Property Owner #1 Signature & Date)

(Property Owner #2 Signature & Date)

(Property Address)

(Property Address)