

HOW DO I SCHEDULE AN INSPECTION?

Requests for inspections must be made at least 24 hours prior to the time the inspection is desired. The owner or other responsible person in charge of work must notify this office when work is ready for an inspection. Inspections will be performed within three business days of the request. The work must not proceed until the inspection has been made and an approval given.

Requests for inspections can be made by calling (908) 725-2300 extension 1964 between the hours of 9 a.m. and 4:30 p.m., Monday through Friday. A request cannot be left on the voice mail system. It is required that you speak directly to someone. A message can be left with a call back number and someone will return your call so the inspection can be scheduled.

Zoning Official

Frank Vuoso (908) 725-2300 x 1962

DEPARTMENT OF COMMUNITY DEVELOPMENT

The Department of Community Development is comprised of the following offices:

- Building Department
 - Construction Official
 - Building Subcode Official
 - Plumbing Subcode Official
 - Electrical Subcode Official
 - Fire Subcode Official
- Code Enforcement
 - Property Maintenance
 - Housing Inspections
- Zoning Official
- Planning Board and Zoning Board of Adjustment



www.somervillenj.org
Borough of Somerville
Department of Community Development
Frank Vuoso, Director
25 West End Avenue
Somerville, New Jersey 08876
Phone (908) 725-2300 ext 1965
Fax (908) 704-3540

Fences



*Department
Of
Community Development*

The entire zoning ordinance can be viewed via the Dept of Community Development link located on the Borough's website.

www.somervillenj.org

PERMIT REQUIREMENTS

The following requirements (§102-120F) apply for fences:

- No permit is required for the construction of any fence which is four (4) feet or less in height, however it must meet the requirements listed below if installed in the front yard.
- No fence or freestanding wall shall exceed six (6) feet in height, if located in the rear or side yard, or four (4) feet in height, if located in the front yard. On through lots, a fence located between the street and the rear of the principal building shall be permitted to be six (6) feet high; provided, however, that within the minimum required front yard setback for such yard, the fence shall not exceed a height of (4) feet.
- The height of retaining walls shall not exceed four (4) feet in height; provided that in the case of terraced retaining walls, each section shall be permitted to be four (4) feet high. The face of each section of a terraced retaining wall shall be separated by a distance at least twice the height of the higher section.
- Fences in the front yard shall not be more than sixty percent (60%) solid when viewed from a point perpendicular to the fence.

- When a fence contains a finished or preferred side and an unfinished or less preferred side, the finished or preferred side shall face the street and adjoining properties, as applicable, depending upon the location of the fence.
- No fence shall use hazardous materials such as barbed wire, ribbon wire, broken glass or other sharp edges, and no fence shall be electrified so as to produce a shock to any person touching the fence.

Height is defined in the zoning ordinance as: the vertical distance from the average normal grade at the base of the structure to the highest point. Normal grade is defined as the newly established grade after construction, exclusive of any filling, berming, mounding, excavating, curbing or retaining wall which alters the grade at the base.

HOW DO I APPLY FOR A PERMIT?

An application for a zoning permit is available from the Department located on the second floor of Borough Hall, between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, or via the Borough's website. Along with the application, the applicant must submit a plot plan or survey of the property which shows the location of the proposed fences and all gates.

THE PERMIT PROCESS

Step 1: The applicant submits the required application form and documentation. An application fee of \$25.00 is due at time of submission.

Step 2: The Borough Zoning Officer completes the zoning review. If the proposal meets the requirements of the ordinance a permit will be issued and the work can commence. If denied, the applicant will be notified of the reason for denial and any corrective measures that can be taken.

Step 3: After the installation of the fence is completed you must call (908) 725-2300 extension 1964 and advise that the work is ready for inspection. You do not need to be home at the time of the inspection if the inspector can access all sides of the fence.

THIS BROCHURE IS INTENDED TO BE USED AS A GUIDE. OTHER REQUIREMENTS MAY BE NECESSARY BASED UPON INDIVIDUAL CIRCUMSTANCES.