

Lexington-Fayette  
Urban County  
Government

Department of  
Environmental Quality  
& Public Works

Nancy Albright,  
Commissioner

# Permit Guide For Fences & Retaining Walls

APRIL 13, 2017

RESIDENTIAL SERIES

VOLUME 6 VERSION 1

## Division of Building Inspection

Physical  
Location:

101 East Vine St.

2<sup>nd</sup> Floor

Mailing Address:

200 East Main St

Lexington, KY  
40507

Phone: 859-258-  
3770

Fax: 859-258-  
3780

Website:  
<http://www.lexingtonky.gov>

All fences & walls 24" or higher above grade must be permitted and in compliance with the Zoning ordinance, which restricts the maximum height and location. All Retaining walls regardless of height must be permitted and in compliance with applicable codes & Zoning ordinance.

If you are acting as the Owner/Builder, you will need to follow the steps below. If you are hiring a Registered Contractor, the Contractor will make the application on behalf of the property owner.

**To apply online, you will need to first register for an account through our online portal at: <https://lexingtonky.gov/permits> Select "New Users: Register for an account" and answer the questions. If you need help registering for your account, please call: 859-258-3770.**

**Applications for a Fence/Wall Permit must include the following:**

**1. A completed application on our online portal at:**

**<https://lexingtonky.gov/permits>**

**To apply: Select Building Inspection, agree to disclaimer, select Fences/Walls.**

**2. Information Required to Review a Fence/Wall Permit:**

- a. **Site Plan** which includes dimensions of lot, easements, measurements and dimensions of structures on the lot and their distance to the property lines, as well as proposed Fencing/Wall. (This information can typically be found on a recorded plat from your County Clerk's office or a Mortgage deed/survey)

**These documents can be uploaded in PDF format within the application on the online portal. If you need assistance with the online portal/application, please call our office at 859-258-3770 or email [acelahelp@lexingtonky.gov](mailto:acelahelp@lexingtonky.gov)**

Building a retaining wall 48" or higher will require an Engineer's Certification.

If you are performing the work on your own property you will need to select the "Owner/Builder Acknowledgement" check box within the online application requirements. This is located on "Step 3" of the online Fence/Wall Application.

\*There may be additional requirements and/or Division approvals for properties located within an H-1 (Historic Overlay) or ND-1 Overlay. If you are unsure if your property is located in these Overlay Zones, please call us at 859-258-3770.

\*Please remember to check your deed restrictions as our office does not enforce these

