

City of Prince Albert Statement of POLICY and PROCEDURE			
Department:	Planning and Development Services	Policy No.	70
Section:	Enforcement	Issued:	April 13, 2015
Subject:	Fence and Hedge Enforcement Policy	Effective:	April 13, 2015
Council Resolution # and Date:	Council Resolution No. 0199 of April 13, 2015	Page:	1 of 3
		Replaces:	
Issued by:	Kim Johnson, Chief Building Official	Dated:	
Approved by:	John Guenther, Director of Planning and Development Services		

1 POLICY

- 1.01 That Administration utilizes the correct bylaw dependant on the specific situation when enforcing fence and hedge regulations

2 PURPOSE

- 2.01 The purpose of the Fence and Hedge Policy is to establish clear guidelines in regards to the procedure to be followed when a fence or hedge is in violation of City Bylaws

3 SCOPE

- 3.01 All City Departments

4 RESPONSIBILITY

- 4.01 Each Department shall be responsible for enforcing the aspects of the Bylaw that related to the Bylaw managed by the Department

5 DEFINITIONS

- 5.01 "In Force" means the edition of a bylaw currently adopted by the City of Prince

6 REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

- 6.01 "The City of Prince Albert Zoning Bylaw", in Force
- 6.02 "The Fire and Emergency Services Bylaw", in Force.
- 6.03 "Fortification Bylaw", In Force
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6.04 “Traffic Bylaw”, in Force

7 PROCEDURE

7.01 A complaint about a fence or hedge is received and or noted by a City employee

- (a) The nature of the complaint shall be matched to the Bylaw that is most relevant.
- (b) Once relevancy is determined the complaint and all particulars related to the complaint shall be forwarded to the Department that manages the Bylaw used for enforcement.

7.02 Complaint Basis

- (a) Fence Height (Interior Lot – not related to fortification)
 - i) Contact the Planning and Development Services Department
 - ii) The Department will determine if the development is in violation of the Zoning bylaw or the development is deemed to be Legal-non-conforming
 - iii) If in violation enforcement shall proceed
 - iv) If Legal Non-conforming a letter shall be issued to the resident noting the condition and that replacement would be required to conform to current bylaws
 - (b) Corner Visibility Fence or Hedge
 - i) Contact the Public Works department
 - ii) Public Works shall proceed to enforcement if warranted
 - (c) Building Address Identification
 - i). Contact the City Fire Department
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ii). The Fire Department shall proceed to enforcement if warranted

(d) Fortification

i). Contact the City Police Department

ii). The Police Department will proceed to enforcement if warranted.