

Fence Policy and Fence Installation Request for Hickam Communities

Date: _____

Resident Name: _____

Address: _____

Home/cell phone: _____ Work Phone: _____

Residents must submit a request for approval to install fencing in the backyard of their home. Only push-in style fences constructed of black wrought iron or black aluminum fencing will be authorized. To facilitate appropriate management of pesticide-impacted soils and underground utility lines, a toning of the area and a dig permit must be completed by our maintenance team as part of the approval process.

NOTE: Fence installations at some of our historic homes in Officer Field & Hale Na Koa may be limited to areas covering no more than approximately 600-700 sq ft, or per the Resident Guidelines.

Based on the toning findings, some fencing placements may not be authorized, or may need to be modified due to the existence and location of underground utility lines. Resident is required to mark the desired fence placement perimeter with spray paint and/or small yard stakes/flags prior to toning.

As a resident, I understand I am responsible for all directives outlined in this Fence Policy and Fence Installation Request form, and the attached documents entitled Fence Policy and Guidelines. I understand that all applicable signatures and approval must be completed before fence can be installed.

I understand Hickam Communities may inspect the progress of the installation at any time. If the fence is not installed correctly, I am aware that I must correct any discrepancies or completely remove any work I have done and return my yard back to the original condition in which I started. I understand that I may be asked to move or relocate my fence for any construction contracts, tree trimming or other maintenance work at my quarters at no cost to the government or Hickam Communities.

- Toning is required prior to the installation of fence and will be scheduled by our maintenance team. There is no fee for Hickam Communities maintenance team to complete the toning. (Should Hickam Communities require an outside vendor or subcontractor to complete the toning, the cost will be the resident's responsibility. Resident would be notified prior to completing the toning if there will be any fees associated). Failure to obtain approval prior to fence installation will result in \$200 fee to resident, and yard must be restored to original condition before submitting Fence Installation Request.
- Once approved, the fence must be installed within 7 days of notification.
- No digging will be permitted for any fence installation.
- Fences may only be installed in back yard of a housing unit. Fencing may not be attached to the unit or extend beyond the sides of the unit.
- Resident is required to mark the desired fence placement perimeter with spray paint and/or small yard stakes/flags prior to toning.
- Wrought iron/aluminum fence stakes cannot penetrate more than 4" deep into the ground. Fencing cannot be installed within 5 feet of utility lines.
- Fence height must be minimum of 36" and cannot exceed 48".
- A 36" wide gate, constructed of the same material is mandatory. The gate must not open into a neighbor's yard. Depending on location of underground lines, additional gates may be required.
- Fencing may extend up to 24 feet from the back of the unit for newer construction homes. For some existing homes, the fences may extend up to the length of pre-existing chain link fences on adjacent or neighboring homes. A 6ft easement (open lane) must be maintained between the back of your intended fence and the rear neighbors existing fence to provide emergency access to or from home/s. The same requirements apply if your proposed fence placement approaches an existing perimeter fence. Please check with your Community Center for placement details of your yard.
- Apartment units which have commonly used walkways immediately in the back of the building/s are not permitted to block such walkways with fencing.

- Residents with fences will be responsible for all mowing/edging/yard care of the fenced area. Edging of lawn and removal of weeds must be maintained on both sides of the fence, and fence must be kept clear of any plant growth or vegetation. (Landscaping contractors will not mow or edge within 10" of personal fences). Clear line of sight is to be maintained per base policy and nothing can be attached to or hung over the fence. This includes bamboo fence lining, black mesh privacy lining, or similar.

A single line diagram must be included in the request indicating the applicant's house, dimensions of the proposed fence, amount of clearance between neighbor's adjacent yard and proposed fence, location of trees/shrubs, utility boxes, storage sheds, existing base perimeter fences (if applicable) and location of proposed gate.

DUE TO VARIOUS CONFIGURATIONS AND YARDS, FENCE INSTALLATIONS ARE NOT GUARANTEED AND REQUEST MAY BE DENIED. IF AT ALL POSSIBLE, RESIDENTS WILL BE PROVIDED WITH ALTERNATE OR LIMITED PLACEMENT OF FENCE.

I have read and understand the Hickam Communities fence policy and guidelines, and agree to the terms stated herein.

Resident Name – please print clearly

Resident Signature

Date: _____

Hickam Communities Representative – please print clearly

Hickam Communities Representative Signature

Date: _____