



## APPLICATION FOR FENCE PERMIT

Permit # \_\_\_\_\_

Job Address: \_\_\_\_\_ Valuation: \_\_\_\_\_

Job Description: \_\_\_\_\_  
\_\_\_\_\_

Property Owner: \_\_\_\_\_

Property Owners Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Contractor Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PERMIT REQUIREMENTS

- Drawing submittal
- Post TWO “Intent to Build” placards for ten days.

Placards supplied thru the Building Dept. at time of permit submittal

One placard placed in the front yard.

One placard placed in the back yard.

- Mark location of new fence by attaching string to temporary posts

Permit may be paid for and issued after 10 day placards / string have been verified and plans approved.

Any dispute over the location of the proposed fence because of a property line location shall be settled by the **applicant** providing a current survey.

Permit fee is \$30.00 payable at time of Permit Issuance.

INTENT TO BUILD DATE ISSUED: \_\_\_\_\_ DATE INTENT VERIFIED: \_\_\_\_\_

**DRAWING REQUIREMENTS:**

- Property circumference dimensions.
- Location of **existing** buildings.
- Location of **existing** fencing ( including height and length)
- Location of **existing** neighbors fence.
- Location of **proposed** fence. Must include height, length, construction materials and distance from property lines.
- If this is a privacy fence, include distance to neighbor's home (Must be at least 10 ft.).
- Is this a corner property? \_\_\_\_\_
- Drawings must comply with Ordinance

Variations to the ordinance will require Board of Zoning (BZA) approval.

