

## Fence Permit Application

### **Before you begin:**

- ✓ Locate your property pins.
  - Since fences are allowed to be placed on property lines, it is the owner's responsibility to mark their property pins prior to planning and to ensure fence is entirely on own property.  
 (Find your property information by visiting [www.beacon.schneidercorp.com](http://www.beacon.schneidercorp.com).)
- ✓ Check to see if there are neighborhood covenants and if fences are allowed in your neighborhood.
- ✓ Call 811 to contact Iowa One Call to locate utilities.

Once the items above have been addressed, proceed with completing the below information:

Property Address: \_\_\_\_\_ Applicant Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

Contractor: \_\_\_\_\_ Contractor Phone #: \_\_\_\_\_

Fence Material: \_\_\_\_\_ Fence Height: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Owner Name (If different than Applicant): \_\_\_\_\_

Owner Signature (If different than Applicant): \_\_\_\_\_

Proposed Installation Date: \_\_\_\_\_

- Submit the above information and attach a site plan that includes:
  - Lot dimensions
  - Fence dimensions
  - Distance to property lines (if not directly on)
  - Easements (Zoning Department can help locate these)
  - Electric meters (need to provide for gate access if enclosed)

Notes: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Zoning Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Office Use Only:  
 Permit Number: \_\_\_\_\_

GIS

Public Works Department