

DATE RECEIVED

Title Verified:  YES  NO

# FENCE Permit Application



**COMPLETED APPLICATION AND DOCUMENTS MUST BE SUBMITTED BEFORE  
THE PROJECT BEGINS**

### **PROPERTY OWNER INFORMATION**

NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY/STATE ZIP \_\_\_\_\_ PHONE/CELL # \_\_\_\_\_

EMAIL \_\_\_\_\_

### **DESCRIPTION OF PROPERTY IN STAR HARBOR**

Street Address \_\_\_\_\_

Block \_\_\_\_\_ Lot(s) \_\_\_\_\_

### **CONTRACTOR INFORMATION**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE ZIP \_\_\_\_\_ PHONE/CELL # \_\_\_\_\_

EMAIL \_\_\_\_\_

### **DETAILED DESCRIPTION OF PROJECT**

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

FENCE MATERIAL \_\_\_\_\_

**Building Permit Application Fee \$50.00**

Checks made payable to "The City of Star Harbor".

**Requirements for Fence Projects:**

Lot plat showing location of lot pins and a full Building Site Plan that includes property lines and setbacks, location of septic tanks, location of water service lines, location of sewer lines, and drainage with water flow arrows.

Property owners desiring to erect, construct or otherwise place a fence on their lot shall complete a building permit application. The application shall provide drawings and descriptions defining the materials, dimensions, construction details and the final finish of the proposed fence.

No fence, regardless of construction or height, may extend toward the street beyond the front of the residence.

A lot's perimeter/property boundary fence and/or pet containment area inside a perimeter/boundary fence shall not exceed forty-eight inches (48") in height and shall be constructed of wrought iron, tubular steel, or chain link (may be vinyl coated) fence material. With B&Z Review Board approval height and materials of fences may be constructed to match a neighbor's fence if they are connected.

On lots with more than one street side, fences on the sides abutting the streets shall not extend toward the street nearer than twenty feet (20') to that property line. Exceptions to this are lots one (1) through six (6) of Block twenty-seven (27), Marina Property. Because of the elongated shape of those lots, fences may extend to within forty feet (40') from Sundown Trail and/or Westview Drive.

Prohibited fencing materials include, but are not limited to, plywood, corrugated or flat metal, fiberglass, or vinyl, agriculture types of fencing, cardboard, or electrical fencing.

**Permit Expiration:** If the permitted project is not complete within the specified time, the property owner or contractor shall be required to submit a Building Permit Renewal Application with appropriate fees to the City prior to the current expiration date. Proof of receipt prior to the expiration date is required. All permit renewals will be for a thirty (30) day period. Additional renewals beyond those specifically mentioned are at the discretion of the B&Z Review Board.

**Inspections:** The property owner shall notify the B&Z Review Board representatives listed on the building permit when the fence is erected and ready for use. The representatives will schedule an inspection to confirm the fence materials, dimensions, construction details and location comply with the building permit.

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**Applicant Certifications:**

I/we certify that to the best of my knowledge all information submitted with this application is correct and accurate. I/we further certify that I/we have read, understand and will comply with the provision of Building and Zoning Ordinance Number 172R pertaining to the provisions that apply to Building Permit for which I/we hereby make application.

\_\_\_\_\_   
Property Owner's Signature

\_\_\_\_\_   
Contractor Signature

Date \_\_\_\_\_

Date \_\_\_\_\_