



Community Development & Planning
 City of Jasper
 610 Main Street | PO Box 29
 Jasper, IN 47547-0029
 (812) 482-4255 | Fax (812) 482-7852
 www.jasperindiana.gov



FENCE PERMIT APPLICATION

PART A IDENTIFICATION	
Owner Name	
Fence Location Address	
Legal Description of Property	
Contact Name of Owner	
Phone Number	Email Address

PART B DETAILED INFORMATION		
TYPE OF FENCE (check one): <input type="checkbox"/> Wood <input type="checkbox"/> Vinyl <input type="checkbox"/> Chain Link <input type="checkbox"/> Metal <input type="checkbox"/> Privacy <input type="checkbox"/> Other _____	DETAILS OF FENCE Height: Feet: _____ Inches: _____ Overall height from grade: Feet: _____ Inches: _____	ADDITIONAL INFORMATION Subject Property is a (check one) <input type="checkbox"/> CORNER lot <input type="checkbox"/> INTERIOR lot Will fence be located at a corner lot of any streets or alleys? <input type="checkbox"/> YES <input type="checkbox"/> NO

PART C CHECK LIST AND CONTRACTOR INFORMATION			
Contractor			
Address			
City	State	Zip Code	
Phone Number		Email Address	
Please include a SITE PLAN detailing the following items with your completed application: <input type="checkbox"/> North Arrow <input type="checkbox"/> Lot Size with Dimensions <input type="checkbox"/> Street Names <input type="checkbox"/> All Structures on Property <input type="checkbox"/> Rights-of-Ways <input type="checkbox"/> Location of Fence and Setback Distances from all Property Boundary Lines			

Owner's Certificate: <i>I certify that the information contained in this application and on any accompanying documents is true and correct.</i> Applicant's Signature: X _____ Date: _____		
FOR OFFICE USE ONLY		
Property Zoning	Permit Fee	Permit Number
Approval by: Administrator		Approval Date



COMPLETING YOUR FENCE PERMIT

Simple Steps to Ensure an Accurate Application

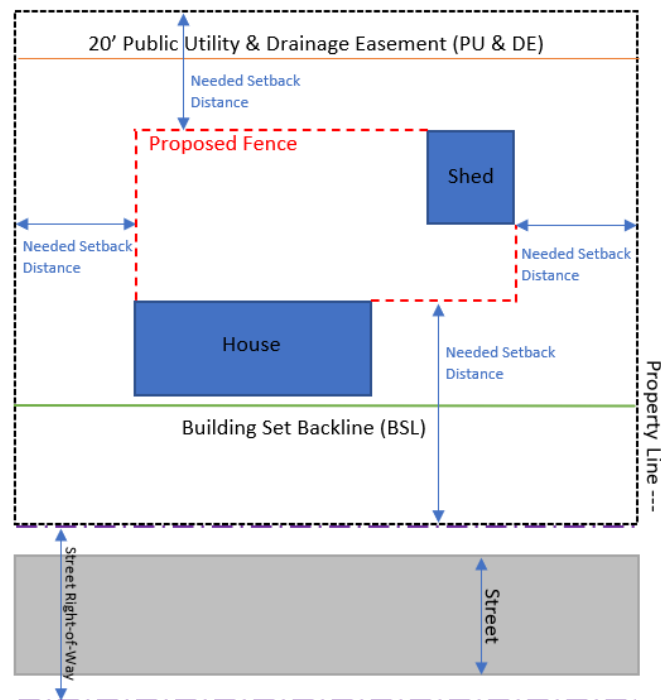
1. Fill Out the Permit with ALL Required Information.
2. Know Your Property Lines. If unsure, refer to your PLAT or DEED for your property. Understand the terms below and how they affect your property: easements, right-of-way, setbacks.
3. Include Setback Measurements from ALL sides of the new fence to your property lines. See example drawing below. *The minimum setback for fences is at least 2 feet from your property line.*
4. Call us, Community Development and Planning Department, with questions: 812.482.4255.

SITE PLAN INSTRUCTIONS

A site plan is a "scaled" drawing that shows an overhead view of your lot indicating existing and proposed structures like a new fence. Please include these requirements for your site plan:

- Lot size dimensions
- Footprint of proposed and existing structures
- Dimension distances between proposed fence and property line on ALL four sides
- Location and dimensions of easements and driveway
- Street names
- Arrow pointing in the north direction

FENCE PERMIT GUIDE



Understanding These Terms:

Right-of-Way Line is the limit of publicly owned land encompassing a Public Way.

Building Setback Standards is where any building, fence, or wall is permitted by ordinance or variance to be built within less than 5' of a setback line, applicant shall have the affected boundary line corners staked, prior to permit approval, by a professional land surveyor licensed in accordance with the laws of the State of Indiana.

Building Setback Line (BSL) is the distance which a *building* or other structure is set back from a street or road as identified on the Plat of the Subdivision or outlined in the zoning ordinance.

Public Utility & Drainage Easement (PU &DE) allows utility companies or government agencies the right to use the area. The property owner must keep the land maintained, including making sure the easement retains the same slope for drainage. No structures of any type, such as a portable lawn shed, swing set, fence, or landscaping, even temporarily, are permitted in this area. *Easements can be located along any property line.*

QUESTIONS ABOUT COMPLETING YOUR PERMIT? Call 812.482.4255 Email: planningtech@jasperindiana.gov