

# FENCING PERMIT APPLICATION



## PROJECT INFORMATION

Property Address: \_\_\_\_\_ Property Owner: \_\_\_\_\_  
 Owner Phone: \_\_\_\_\_ Owner Email: \_\_\_\_\_

## FENCE INSTALLER INFORMATION (MUST BE REGISTERED WITH THE TOWN)

Contact Name: \_\_\_\_\_ Business Name: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 Business Phone: \_\_\_\_\_ Business Email: \_\_\_\_\_

## FENCE INFORMATION

Cost: \$ \_\_\_\_\_ Material(s): \_\_\_\_\_  
 Color: \_\_\_\_\_ Height: \_\_\_\_\_ Span between posts: \_\_\_\_\_ Number of gates: \_\_\_\_\_

## FENCE PERMIT REQUIREMENTS

- ☐ A recent survey of the property on which the proposed fence is to be located. Property corners as illustrated on the survey shall be clearly marked and identifiable on site. Plats or GIS maps of the area are acceptable, but the applicant is responsible to accurately position the fence on their own property. A land survey is the only way to do this with certainty.
- ☐ A sketch or plan of the location of the proposed fence in relation to the boundaries of the property on which it is to be located. It is preferable that such information be provided on the survey.
- ☐ A sketch or design of the type of fencing to be used. This design must show the materials used, the dimensions (height and spacing of individual members), and the general appearance of the fence once erected.
- ☐ A completed fence permit application.
- ☐ An appropriate fee as provided in the Town of Beech Mountain Permit Fee Schedule available in the Department of Planning and Inspections.

## FENCE STANDARDS

- ☐ No fence, wall or ornamental hedge may exceed 6 feet in height. If located in the Street Yard, the maximum height shall be 5 feet.
- ☐ Fences shall be faced with natural or manufactured wood, stone, brick, or wrought iron.

DATE RECEIVED	PERMIT NUMBER	CONTRACTOR REGISTRATION	FEE AMOUNT	DATE PAID	DATE ISSUED	APPROVAL INITIAL
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## SKETCH/PLAN OF LAYOUT ON PROPERTY (ATTACH SURVEY IF PROVIDED)

A large rectangular area filled with a light gray grid, intended for a hand-drawn sketch or plan of the property layout. The grid is composed of small squares, approximately 30 squares wide and 40 squares high.

## SKETCH/DESIGN OF FENCE PROFILE (ATTACH ADDITIONAL IF NEEDED)

A large rectangular area filled with a light gray grid, intended for a hand-drawn sketch or design of the fence profile. The grid is composed of small squares, approximately 30 squares wide and 40 squares high.

## FENCE CONTRACTOR STATEMENT

*I, the undersigned, have read and understand the Town of Beech Mountain Fence Ordinances. If I resign or am no longer affiliated with this said project, I will notify the Department of Planning and Inspections immediately by phone or in person, and in writing within three (3) working days. I will notify the Department with any major deviation from the scope of this permit application. Additionally, I attest that I have registered with the Town of Beech Mountain as a service provider and have no outstanding permit fees or fines. I understand that work started before obtaining proper permits will result in double permit fees.*

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

**PLEASE RETURN COMPLETED APPLICATIONS TO TOWN HALL IN PERSON OR BY EMAIL TO [permits@townofbeechmountain.com](mailto:permits@townofbeechmountain.com)**