

# FENCE PERMIT REQUIREMENTS

The following steps are required to obtain a Fence Permit.

1. The applicant brings a filled-out [Building Permit](#) application, along with a site plat of the property (**two copies**) showing the location of the fence and scope of work (**one copy of the contract**). (**Note:** Swimming pool fences have special requirements and must be reviewed by the Building Official, and must be noted on the [Building Permit](#) application.)
2. The site is checked for any zoning and safety issues.
3. Upon completion of above, the staff calls the applicant to let them know about the status and readiness of the permit.