

# FENCE PERMIT APPLICATION FORM

Updated: October, 2019

Permit # \_\_\_\_\_



## CONTACT INFORMATION

Applicant's Name		Property Owner	
Applicant's Mailing Address		Owner's Mailing Address	
Applicant's Phone		Owner's Phone #	
Applicant's Email		Owner's Email	

## PROPERTY INFORMATION

Subject Property Address: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision \_\_\_\_\_

## DESCRIPTION OF REQUEST

Proposed Fence Height: \_\_\_\_\_

Proposed Fence Material: \_\_\_\_\_

Contract Value: \_\_\_\_\_

## AUTHORIZATION

*All required application documents and fees have been included with this application. I understand that the City of San Marcos will only accept this application and fees when all required documentation has been provided. I certify the truthfulness of all the information in and attached to this request. I understand that if any of the information provided is incorrect the permit may be revoked.*

Filing Fee \$60    Technology Fee \$13    TOTAL COST \$73

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

## CHECKLIST FOR FENCE PERMIT APPLICATION

Items Required for Complete Submittal		Staff Verification & Comments	
<input type="checkbox"/>	Completed Application for Fence Permit	<input type="checkbox"/>	
<input type="checkbox"/>	Filing Fee:                 \$60 Technology Fee:         \$13	<input type="checkbox"/>	
<input type="checkbox"/>	Site Plan, drawn to scale, showing property lines, easements, driveways and location of fence	<input type="checkbox"/>	
<input type="checkbox"/>	Written description of fence including height material and structural support	<input type="checkbox"/>	
<input type="checkbox"/>	Authorization to represent property owner if applicant is not owner	<input type="checkbox"/>	
<b>Additional information may be required at the request of the Department</b>			

I hereby certify and attest that this application and all required documentation is complete and accurate. I hereby submit this application and attachments for review by the City of San Marcos.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Engineer     Architect/Planner     Surveyor     Owner     Agent