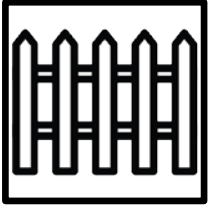




BUILDING DEPARTMENT



**COUNTY FENCE PERMIT APPLICATION  
(Effective 4/1/2022)**

**FENCE PERMIT CHECKLIST**

- 1. Completed Application
- 2. Site Plan or Aerial View of property showing:
  - a. Property lines/size of property
  - b. Streets/alleys abutting property
  - c. Size and location of driveway and any abutting driveways
  - d. Size and location of all structures on property
  - e. Size, type, and location of fence being planned
- 3. Special use/exception and/or variance approvals if applicable
- 4. Signed contract showing estimated cost of construction
- 5. All applicable contractors involved in the project (on application form)
- 6. Application fee: \$50 for Residential; \$100 for Commercial

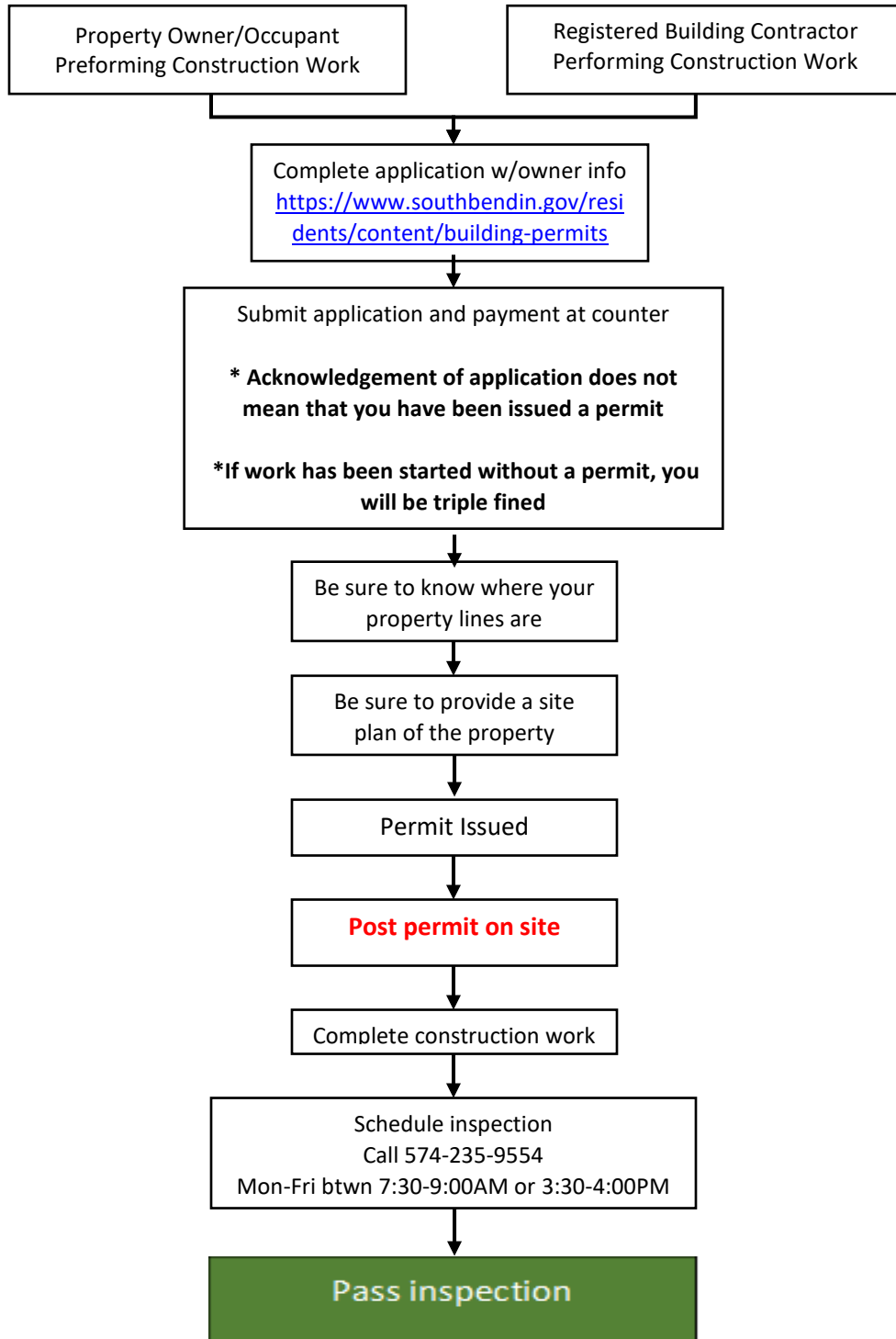
**USEFUL LINKS**

- ✓ Zoning Ordinance/Variance Applications for the County:
  - <http://www.sjindiana.com/352/Zoning-Ordinances>
- ✓ Flood Plain Map:
  - <https://indnr.maps.arcgis.com/apps/webappviewer/index.html?id=05026dabc2e8461983e196d56a213c1e>
- ✓ Ditch, Tile, and Watershed Boundaries:
  - <https://sjcgis-stjocogis.hub.arcgis.com/apps/366fd1b42ffa4b87a0b205f5fe90add1/explore>
- ✓ St. Joseph County Schedule of Fines and Fees:
  - [https://codelibrary.amlegal.com/codes/stjosephcounty/latest/stjosephco\\_in/0-0-0-13016](https://codelibrary.amlegal.com/codes/stjosephcounty/latest/stjosephco_in/0-0-0-13016)

# FENCE PERMIT APPLICATION

ST. JOSEPH COUNTY | CITY OF SOUTH BEND | BUILDING DEPARTMENT

## FENCE PERMIT APPLICATION PROCESS FOR CITY PROPERTIES



EXCELLENCE | ACCOUNTABILITY | INNOVATION | INCLUSION | EMPOWERMENT

125 S. Lafayette Blvd. | Suite 100 | South Bend, Indiana 46601 | p 574.235.9554 | f 574.235.5541 | [www.southbendin.gov](http://www.southbendin.gov)

# FENCE PERMIT APPLICATION

ST. JOSEPH COUNTY | CITY OF SOUTH BEND | BUILDING DEPARTMENT

PAYMENT:

CHECK # \_\_\_\_\_

CARD

CASH

## PROPOSED

## PROJECT

### ADDRESS:

\_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Township

### PROPERTY OWNER:

\_\_\_\_\_

### PHONE NUMBER:

\_\_\_\_\_

### EMAIL:

\_\_\_\_\_

### MAILING ADDRESS:

\_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip

### COST OF CONSTRUCTION: \$

\_\_\_\_\_

**\*SIGNED CONTRACT SHOWING COST OF CONSTRUCTION MUST BE PROVIDED UPON APPLICATION SUBMITTAL\***

### NEW FENCE HEIGHT:

\_\_\_\_\_ Front Yard (ft) \_\_\_\_\_ 1<sup>st</sup> Side Yard (ft) \_\_\_\_\_ 2<sup>nd</sup> Side Yard (ft) \_\_\_\_\_ Rear Yard (ft) \_\_\_\_\_ Other (ft)

### NEW FENCE MATERIAL (e.g. wood, vinyl, aluminum):

\_\_\_\_\_

### NEW FENCE TYPE:

+0% or more open  
e.g. **chain-link**, split rail

Less than +0% open  
e.g. **privacy**, chain-link with privacy slats

Mix of +0% open and less than +0% open  
\* Indicate locations of each type on site plan

### NEW FENCE LOCATION:

Front Yard

1<sup>st</sup> Side Yard

2<sup>nd</sup> Side Yard

Rear Yard

Other

**\*SHOWN ON SITE PLAN**

### VARIANCE, SPECIAL USE/ EXCEPTION APPROVAL DATE, IF APPLICABLE\*:

\_\_\_\_\_

\*PLEASE PROVIDE APPROVAL LETTER

\*\*\* Please note that it is the Property Owner's responsibility to determine property line locations and to assure that the erected fence does not expand past these property lines/height regulations.

Please **initial** to acknowledge:

EXCELLENCE | ACCOUNTABILITY | INNOVATION | INCLUSION | EMPOWERMENT

125 S. Lafayette Blvd. | Suite 100 | South Bend, Indiana 46601 | p 574.235.9554 | f 574.235.5541 | www.southbendin.gov

