



BUILDING DEPARTMENT



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

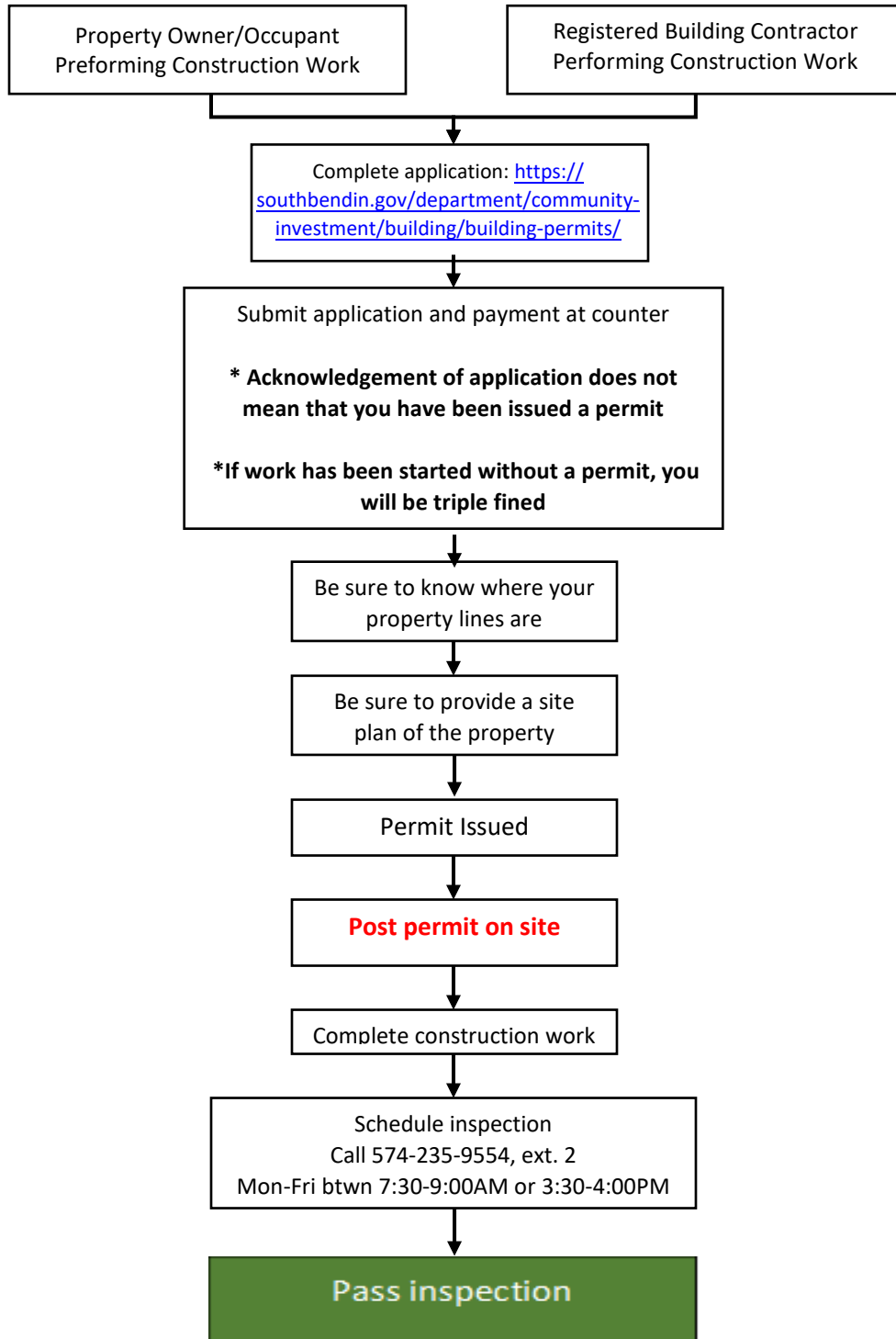
**FENCE PERMIT CHECKLIST**

- 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. Permit fee: \$50

**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 PROCESS FOR CITY PROPERTIES



**COUNTY 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  Less than +0% open  Mix of +0% open and less than +0% open  
*e.g. chain-link, split rail e.g. privacy, chain-link with privacy slats \* Indicate locations of each type on site plan*

**NEW FENCE LOCATION:**       
**\*SHOWN ON SITE PLAN** Front Yard 1<sup>st</sup> Side Yard 2<sup>nd</sup> Side Yard Rear Yard Other

**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:

