

FENCE PERMIT APPLICATION

COMMERCIAL **RESIDENTIAL**

✧ Application must be completed in **ink**. If submitting plans, please provide **two** copies. ✧

✧ Contact Development Services at (912)651-6510 for assistance. ✧

✧ Submit your Fence Permit Application via fax (912)651-6543 or in person at 5515 Abercorn Street (31405). ✧

Property Owner Information

Site Address: _____ PIN: _____

Owner's Name: _____ Email: _____

Owner's Address: _____ City/State: _____

Phone: _____ **Valuation of Job** (Include Labor, Materials, Profit): \$ _____

Description of Work

Complete Description of Work: _____

Type of Material

Wood Chain Link Wrought Iron Other: _____

Vinyl Aluminum Masonry/Concrete

Construction Style

Picket Board on Board Split Rail Stockade Other: _____

Contractor

Company: _____ Business Phone: _____

Contact Name: _____ Cell: _____ Email: _____

Certificates, Permits and Agreements

Is this property within a Historic District? Yes No If Yes, has a Certificate of Appropriateness (COA) been issued? Yes No

If Yes, plans must be stamped by the Historic Preservation Officer and a copy of the COA must be provided.

*If No, contact the **Historic Preservation Office** at (912)641-1440.*

Applicant Certification

I hereby certify that I have answered all of the questions contained herein and know the same to be true and correct. All work performed under this permit must comply with State law and local ordinances. Further, I understand that any permit issued based upon false information or misrepresentation provided by the applicant will be null and void and subject to penalty as provided by law and ordinance.

Printed Name of Applicant (Not Company Name)

Signature of Applicant

Date

FOR OFFICE USE ONLY

Zoning District: _____

COA Approved: _____

Permit Fees: Remaining Balance: \$ _____

Total: \$ _____ Remaining Paid: \$ _____

Due: \$ _____ Chk/MO#: _____

Paid: \$ _____ Chk/MO#: _____

Plans Reviewed by: Flood: _____ Zoning: _____ Building: _____



This checklist must be completed and submitted with each permit application. Please check **every** item as either “Y” for items that are included with the application, “N” for items that are not included with the application or “NA” for items that are not applicable to this application. Items without an “N” checkbox are minimum requirements initially due with the application if applicable.

Required Forms & Documents

Y N NA

- Signed Application
- Complete Application Checklist (This Form)
- Site Plan Showing Location of Fence
- Plan Review Fee Payment
- Two identical sets of legible construction plans

All Required Additional Approvals

Y N NA

- Approved Site Development Permit, if applicable. *(Required if determined by SPR team)*
- Approved Part 2 Certificate of Appropriateness (COA) if applicable. *(Required if located in a designated historic district. Contact the MPC at 912-651-1440 for additional information.)*
- Zoning Board of Appeals (ZBA) decisions or zoning text amendments, if applicable.
- Approved Encroachment Petitions, if applicable. *(Required when any part of the structure, including signs, downspouts, canopies, etc, encroach onto City Right-of-way.)*
- No Impact Letter** from engineer *(Required if fence is located in a flood zone)*

Please note: Supplemental information may be required during plan review to address deficiencies.

STATEMENT OF APPLICATION COMPLETENESS:

Pursuant to the requirements established by Georgia Law Section §8-2-26, I am submitting all documents checked “Y” above for review and approval.

To facilitate compliance with this law, I am certifying that I understand all of the information and supporting documents required for a complete application, and **I hereby certify one of the following as it applies to this application:**

- All required documents are complete and included with this submittal. I understand the City will determine the completeness of this application and notify me of their finding within five business days.
- One or more documents required for a complete submittal are not included with this application. I request that the City begin the plan review process for this application while the outstanding items are completed. I acknowledge that the plan review times outlined in Georgia Law Section §8-2-26 will not apply and the permit cannot be issued until the remaining documents are submitted, reviewed and approved by the City.

Signature

Printed Name

Date