

Planning



Department

## RESIDENTIAL FENCE PERMIT APPLICATION

Please submit a drawing with this application. This drawing must show the entire property and must include the locations of the property lines, the principal structure, the accessory structures, and the proposed fence. This permit application must be approved before building can begin. After the project is finished, the applicant must request an inspection to ensure it was properly built as permitted.

Address of Building Project: \_\_\_\_\_

Name of Property Owner or Property Manager: \_\_\_\_\_

Phone Number of Property Owner or Property Manager: \_\_\_\_\_

Email of Property Owner or Property Manager: \_\_\_\_\_

Before filling out the rest of this application, read the following fence regulations that are found in the Horn Lake Code of Ordinances:

- Fences of not more than thirty-six (36) inches in height may be allowed in a front yard. Periodic posts, decorative columns, and lighting fixtures or decorative details may exceed the thirty-six (36) inch limitation. Three-foot fences may extend into the front yard area on a primary entrance elevation to a distance not to be any less than ten (10) feet from the back of curb.
- Materials for fences to be constructed in a front yard shall be split rail or wrought iron, including those that have brick or stone columns or such fences that are considered decorative. Chain link fencing is not allowed in the front yard area. Proposals for all other material shall be subject to the approval of the Governing Authority.
- Fences in side and rear yards must consist of customary fence construction and may not exceed a height of six (6) feet.

- On corner lots, fences exceeding thirty-six (36) inches but not exceeding a height of six (6) feet shall not extend beyond the building line setback on the street side where the principal entrance is located. On the opposite street side, the fence may encroach ten (10) feet into the yard requirement, provided the fence is at least fifteen (15) feet from the street right-of-way.
- Fences must be installed to provide sufficient clearance from the bottom of the fence to the ground so drainage will flow freely and not negatively impact any adjacent property owner.
- Fences on corner lots and double frontage lots where the rear or side yards face a public right-of-way shall be maintained by an established homeowner's association or the property owner where fence is located.
- On all corner lots and double frontage lots, wood fences shall have the finished side toward the public right-of-way.
- No barbed wire fences are allowed in any zone except in AR or M2.

Will any part of this fence contain barbed wire? \_\_\_\_\_ If yes, indicate your zone: \_\_\_\_\_

Type of Proposed Fence:

\_\_\_\_\_ Wood Panel

\_\_\_\_\_ Brick and Wood Panel

\_\_\_\_\_ Split Rail

\_\_\_\_\_ Wrought Iron

\_\_\_\_\_ Brick and Wrought Iron

\_\_\_\_\_ Chain Link

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

Are you the homeowner and owner of the land on which this fence will be built? \_\_\_\_\_ If answering

YES: Are you wishing to do the work yourself, without a contractor? \_\_\_\_\_ If answering YES to this as well, sign and print your name in the box below to accept responsibility for the work:

My signature here indicates that I am the homeowner and will be doing the work myself. I will not hire a contractor or any person to do this work. Any help I receive will be performed under my supervision. I will build this according to all applicable codes that the City of Horn Lake has adopted. I will take all responsibility for the quality of this construction. If the building inspector determines that I do not possess the necessary skills to build this project properly, then I will be ordered to stop working and will be required to hire a contractor that holds a license with the City of Horn Lake.

Homeowner Signature: \_\_\_\_\_

Printed Name of Homeowner: \_\_\_\_\_

Please Note: If the homeowner exemption box on the previous page was completed with the homeowner signature and the printed name of homeowner, then the fields below are not applicable and may remain blank, as there will be no contractor involved in construction. If the homeowner exemption box was not completed, then a licensed contractor must be hired, and all fields below must be completed.

Name of Contractor Company: \_\_\_\_\_

Address of Contractor Company: \_\_\_\_\_

Phone Number of Contractor Company: \_\_\_\_\_

Email of Contractor Company: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_

Printed Name of Contractor: \_\_\_\_\_

Permit Fee: \$35

**FOR OFFICE USE ONLY**

Payment Type:    ☐ Cash    ☐ Check    ☐ Card

Amount Paid: \_\_\_\_\_

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

Permit Number: \_\_\_\_\_