



FENCE PERMIT APPLICATION

CITY OF HIGH POINT
211 S. Hamilton St., High Point, NC 27260, Suite 316
Phone 336-883-3151

Please complete and submit the checklist, application, and all necessary supporting documentation to obtain a permit. Submitting complete and accurate information at the beginning will result in more efficient processing of your request.

Submittal Requirements

Staff Use	√ or NA	All requests <u>shall</u> include:
		Enter √ or NA in column to the left √=Provided NA=Not Applicable
		Plot Plan of the property depicting the location of the proposed fence (including gates)
		Completing Fields (General)
		Detailed Description: Describe all aspects of the proposed fence. Location, material, access points (gates). Identify if this is a new fence or replacing an existing one.
		This request <u>may</u> also require:
		Acknowledgment and Hold Harmless - Complete and sign this form (see page 3) if the fence is proposed within any of the following: Protected Drainage Area (PDA), Sanitary Sewer Easement (SSE), or Utility Easement (UE).
		Contact Information: If you need assistance or have question regarding this application please contact us at: Planning and Development Department Development Services Center 211 S. Hamilton St., Suite 316, High Point, NC 27260 Phone: 336-883-3151 Fax: 336-883-8518 Email: permits@highpointnc.gov For more information on fence permits: http://www.buildhighpoint.com/197/Fence

GENERAL INFORMATION - PART 1
PROJECT INFORMATION (All fields in this section are required)
Project Address: _____
Name of Business or Project Name: _____
Detailed Description (see completing fields section above): _____

APPLICANT INFORMATION (All <i>applicable</i> fields in this section are required)	
Applicant Name: _____	
Address: _____	
City/State/Zip: _____	
Phone: _____	Email: _____
Status of Applicant: <input type="checkbox"/> Property Owner; <input type="checkbox"/> Tenant; <input type="checkbox"/> Legal Representative; Other: _____	

GENERAL INFORMATION – PART 2 (Please complete all applicable fields)	
APPLICATION SPECIFIC INFORMATION (Please complete all information)	
<input type="checkbox"/> Fence Height (feet): _____ <input type="checkbox"/> Fence Material: <input type="checkbox"/> Wood <input type="checkbox"/> Vinyl <input type="checkbox"/> Masonry <input type="checkbox"/> Chainlink <input type="checkbox"/> Iron/Metal <input type="checkbox"/> Other: _____ Job Value: _____	<input type="checkbox"/> Topped with barbed wire? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Existing Use(s) of Property: <input type="checkbox"/> Residential <input type="checkbox"/> Commerical <input type="checkbox"/> Vacant
GENERAL INFORMATION – PART 3 (Please complete all applicable fields)	
APPLICATION SPECIFIC INFORMATION (Please complete all information)	
<input type="checkbox"/> If the proposed fence is to be located within a Public Drainage Area (PDA), Sanitary Sewer Easement, or a Utility Easement, please complete and sign the "Acknowledgement and Hold Harmless" form on the next page (see page 3).	

AUTHORITY TO FILE APPLICATION		
Required	I hereby agree to conform to all applicable laws and regulations of the City of High Point, applicable County and State of North Carolina (as may be applicable to my request), and certify that the above information and accompanying documents are complete, true and accurate to the best of my knowledge. In addition, I acknowledge that by filing this application, representatives from the City of High Point Planning and Development Department may enter the subject property for the purpose of investigation and analysis of this request. Applications will not be accepted without signature(s).	
	Print Applicant Name	Applicant Signature
		Date



ACKNOWLEDGEMENT AND HOLD HARMLESS

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**Please complete and sign this form if the fence is proposed within any of the following:
(Check all that apply)**

- Protected Drainage Area (PDA)
- Sanitary Sewer Easement (SSE)
- Utility Easement (UE)

APPLICANT INFORMATION (All *applicable* fields in this section are required)

Applicant Name: _____
 Address: _____
 City/State/Zip: _____
 Phone: _____ Email: _____
 Record ID: _____

ACKNOWLEDGEMENT (Please print your name and initial each statement)

I, _____, owner of property located at the address above, do hereby acknowledge the following stipulations:

1. ____ I, my heirs, successors and assigned agree to hold the City harmless against any liability due to the existence of said fence and associated structures;
2. ____ The City of High Point will not be responsible to reinstall or re-erect any fencing or appurtenant structure which might have been removed during a maintenance or repair project.
3. ____ The fence does not restrict or redirect stormwater runoff flow that is inconsistent with City requirements or approved plans. (Applicable to PDAs only)

SIGNATURE (Please print and sign your name below)

Print Applicant Name	Applicant Signature	Date
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