

Permit # \_\_\_\_\_

Fee: \$50.00

## ADMINISTRATION FENCE PERMIT APPLICATION

- A completed Fence Permit Application
- A Certificate of Survey of the property or an accurate, scaled drawing of the property indicating the location of the house(s), garage(s), other improvements, and the accessory building in relation to the legal property lines as well as the “Front”, “Side(s)”, and “Rear” yard clearly marked.
- A side view drawing/picture of the proposed fence including construction materials and proposed heights of the fence from ground level.

### Property Owner Information

**Property Owner Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Applicants Name & Address** (if different than owner): \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

### TYPE OF FENCE MATERIAL:

Milled Lumber\*

Chain Link

Other: \_\_\_\_\_

\*Any pallet with the following markings is not allowed to be used as fence material.



or



or



**Fence Height (Including Posts):** Front Yard: \_\_\_\_\_ feet & \_\_\_\_\_ inches

Side Yard: \_\_\_\_\_ feet & \_\_\_\_\_ inches

Rear Yard: \_\_\_\_\_ feet & \_\_\_\_\_ inches

**Have the corner monuments been found, and the property lines marked so they are visible for the final inspection by the Building Official?** Yes No

**Does the “face” of the fence face adjoining properties/right-of-way?** Yes No

**Does any part of the fence adjoin (or connect) to an existing fence?** Yes No

(If yes, please have the existing fence owner sign below to give permission to adjoin the two fences.)

Existing Fence Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address of Existing Fence: \_\_\_\_\_

**Failure to apply for a fence permit prior to construction is a violation of the City Code and may result in removal of the fence until proper permits are obtained.**

**Final inspection required by the city's Building Official. Please call 763-479-1720 to schedule an inspection when the fence is complete.**

I acknowledge that this information is correct and that I will ensure that the fence is constructed and installed in accordance with the approved plans submitted and the regulations set forth in the City of Clearwater City Code and Zoning Ordinance.

\_\_\_\_\_  
**Applicant's Signature** **Date**

**Please submit completed forms and payments to City Hall:**

Email to [kgramsey@clearwatercitymn.gov](mailto:kgramsey@clearwatercitymn.gov) or

Mail to PO Box 9, Clearwater, MN 55320 or

In person at 605 Cty Rd 75 NW, Clearwater MN 55320 or drop box in rear parking lot

**FOR CITY USE ONLY**

Registration Fee Amount: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Paid by:  Cash  Check # \_\_\_\_\_  Credit/Debit Card

Permit has been **APPROVED** subject to the following:  
1) \_\_\_\_\_ Final approval of Building Official upon final inspection.  
2) \_\_\_\_\_

Permit has been **DENIED** subject to the following:  
1) \_\_\_\_\_  
2) \_\_\_\_\_

\_\_\_\_\_  
Signature Date