



# DEPARTMENT OF COMMUNITY DEVELOPMENT

200 North Second Street  
 Saint Charles, MO 63301  
 Phone: 636-949-3222  
 Fax: 636-949-3557

## FENCE PERMIT APPLICATION

DOCUMENTS REQUIRED	
<u>Residential</u> Completed Application Two (2) sets of plans Site plan and fence specification Drawing/Picture of proposed fence	<u>Commercial</u> Completed Application Two (2) sets of plans Site plan and fence specification Planning & Zoning Approval

APPLICATION# (assigned by Staff): \_\_\_\_\_ TODAY'S DATE: \_\_\_\_\_

- ❖ Fences over 6 FT tall require a building permit form instead of a fence permit.
- ❖ Fences constructed within a City-designated Historic District must receive approval from the Landmarks Board prior to the permit being released.
- ❖ **NOTE:** Some Subdivision Homeowners Associations (HOAs) regulate the placement of fences and types of fencing material. In such circumstances, the applicant is responsible for obtaining HOA approval.

**PROJECT ADDRESS:** \_\_\_\_\_

**CONTRACTOR:** (Required to have a valid City of St. Charles Building Specialist License)

\_\_\_\_\_  
 (Company Name)

\_\_\_\_\_  
 (Address/Phone/Email)

**PROPERTY OWNER:**

\_\_\_\_\_  
 (Name)

\_\_\_\_\_  
 (Address/Phone/Email)

Height of Fence	Color of Fence	Type of Fence

I certify that I am the owner in fee or agent authorized to apply for this permit and that all information submitted is true and correct, to the best of my knowledge.

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED BY:	DATE: