



City of Breese Building and Zoning

800 N. 1st St. · 618.526.7151 · Fax 618.526.4575

FENCE BUILDING PERMIT INSTRUCTIONS

1. Determine if the fence will be erected at or within three (3) feet of a property line.
2. Complete the Fence Building Permit Application on the next page.
3. You must not build your fence until the City Zoning Administrator receives and approves the application and you receive a Building Permit.
4. The application must be submitted to the City Zoning Administrator for approval.
5. Check one of the following:
 - A survey was performed and will be submitted with the Building Permit Application for approval.
 - For a fence that is to be located more than three (3) feet from the property line the site plan must be submitted with the Building Permit Application for approval.
 - A survey HAS NOT been performed for a fence that is located three (3) feet or less from the established property line the applicant must locate the previously placed survey pins marking the boundary lines of their property. The applicant must show the location of the boundary lines as well as the proposed location of the fence to all adjoining and abutting property owners and obtain their approval on the form below.
6. As an adjoining or abutting property owner, I have been shown the location of the property line pins as well as the type, description and proposed location of the proposed fence. I agree and consent to the construction of the fence as described at the location proposed.
CONSENT SIGNATURES BELOW.
7. If the applicant cannot obtain approval of all adjoining and abutting property owners, the applicant must file a petition for setback variances with the City Zoning Board of Appeals.

Name: _____ Phone: _____

Address: _____ Signature: _____

Name: _____ Phone: _____

Address: _____ Signature: _____

Name: _____ Phone: _____

Address: _____ Signature: _____

Name: _____ Phone: _____

Address: _____ Signature: _____

Name: _____ Phone: _____

Address: _____ Signature: _____

THIS FORM IS ONLY FOR FENCE APPROVAL AND CONSTRUCTION

City of Breese Fence Building Permit Application

Name of Owner:		Phone:	
Address:		Work/Cell:	
Contractor:		Phone:	
Address:		Cell:	
Name of Applicant: (if other than owner)		Phone:	
Address:		Work/Cell:	

TYPE OF FENCE: Wood Vinyl Other: _____

DISTANCE:

	Number of feet from rear property line to the proposed fence
	Number of feet from left side property line to the proposed fence
	Number of feet from right side property line to the proposed fence
N/A	Number of feet from front property line N/A

SITE PLAN: Furnish a drawing with the dimensions showing the location of the fence relative to the house and property line. (USE BELOW SPACE)

Applicant(s) Signature: _____

Zoning Administrator Signature: _____