



**City of New Albany, Indiana
City Plan Commission
Application for Fence Permit**

142 East Main Street, Suite 200
New Albany, IN 47150
812-948-5327

www.cityofnewalbany.com

Date Stamp

APPLICATION FOR FENCE PERMIT

Fee: \$35 (cash or check only)

Attach w/ application: a property survey or site plan showing placement of the fence

Guidelines and Requirements:

- Fences may be **up to six feet** tall in the required side or rear yard and **up to four feet** tall in the required front yard.
- However, no fence shall be erected or altered on a corner or other lot in such a manner that obstructs or in any way **hinders the vision of a pedestrian, cyclist or vehicle driver.**
- Fences shall be installed so the finished side of the fence is facing outward.
- Prior to digging, please visit **Indiana811.org** or **call 811** to notify them of your intent to dig so any underground utility lines can be marked. The City of New Albany is located within New Albany Township.
- In the event that a property survey determines that the fence erected under this permit encroaches onto an adjoining property without permission, it shall be the permit holder's responsibility to relocate the fence so that there is no longer any encroachment.
- Please reference Chapter 6.7 in the New Albany Zoning Ordinance for all fence standards.

Address of Property: _____

Name of Property Owner(s): _____

Phone #: _____

Are you replacing an existing fence? _____ Yes _____ No

Or are you installing a new fence? _____ Yes _____ No

Type of fence:

_____ Privacy _____ Picket _____ Other, describe: _____

Side/rear yard fence height: _____

Front yard fence height: _____

Office Use Only

Date Received: _____

Approved By: _____

_____ **Approved as submitted**

_____ **Approved subject to the following:** _____



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Application for Improvement Location Permit**

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APPLICATION FOR IMPROVEMENT LOCATION PERMIT

Attach a copy of the Property Survey, Site Plan, and Assessors Plat to this application

Name of Applicant: _____ Phone #: _____

Address of Applicant: _____

Email Address of Applicant: _____

Name of Property Owner: _____ Phone #: _____

Address of Property Owner: _____

Email Address of Property Owner: _____

Location of Property (common address):

Applicant is hereby made to (Check All That Apply):

_____ Construct a New Structure

_____ Repair an Existing Structure

_____ Other, please explain: _____

Present use of Property: _____

Proposed use of Property: _____

I agree, if granted a permit for the above-described structure at the location designated in the City of New Albany or its Two-Mile Fringe Area Jurisdiction, that I will observe and conform to all Laws, Ordinances, and Regulations affecting Building and Land Use, including Zoning Ordinance Number Z-71-449 and all ordinances amendatory thereof and supplemental now in force in the City of New Albany, and, I consent to inspection of premises for which this permit is granted by the Plan Commission, Board of Zoning Appeals, their staff, or their designees or agents. During and on completion of the construction authorized. **This is not a building permit.** You must still apply for and receive a building permit from the Building Commission Office prior to commencing construction.

Date: _____

Signature: _____

Printed Name: _____