



The following is the process for the installation of a fence:

1. Fill out the attached application.
2. Draw a site plan and note the location of the fence and all permanent structures on the lot. **SHOW ALL PROPERTY LINES AND EXISTING FENCES LOCATED ALONG PROPERTY LINES. (PLEASE DO NOT USE HIGHLIGHTER).**
3. Enclose a catalog cut, a picture, or a drawing of the proposed fence with the application.
4. The plans and application will be reviewed by the Building Official, if there is no need for a variance, you will be notified by the phone number given on the application that your permit is ready for payment and pick-up. **PERMIT FEE IS \$35.00.**

Building Department  
Village of Valley View



**APPLICATION FOR FENCE PERMIT**

Date of Application: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Job Address: \_\_\_\_\_

Property Owners Phone #: (\_\_\_\_\_) \_\_\_\_\_

Contractors Name: \_\_\_\_\_

Contractors Address: \_\_\_\_\_

Contractors Phone #: (\_\_\_\_\_) \_\_\_\_\_

**STYLE & MATERIAL OF FENCE:** \_\_\_\_\_  
 (include a drawing or picture)

1. Does the finished side of fence face adjoining neighbor?     Yes     No
2. Is the fence in a side yard?     Yes     No
3. What is the height of the fence? \_\_\_\_\_
4. Is the property a corner lot?     Yes     No
5. What is the estimated job cost? \_\_\_\_\_

MAKE A DRAWING SHOWING FENCES, YARD STRUCTURES, OR LANDSCAPE FEATURES INDICATING THE LOCATION ON LOT, PROXIMITY TO EXISTING STRUCTURES (INCLUDING ADJACENT PROPERTY), AND EXISTING FENCES. SUBMIT PICTURE, BROCHURE OR DRAWING OF ANY FENCE MADE OF A MATERIAL OTHER THAN CHAIN LINK.

PRINT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_  
*(The Undersigned hereby agrees to contact the Building Department for ALL REQUIRED INSPECTIONS and to comply with all Ordinances of Valley View, Ohio, and the laws of the State of Ohio relating to the work to be done under said permit.)*

BUILDING OFFICIAL: \_\_\_\_\_ AMOUNT: \_\_\_\_\_