



# Fence Permit

\$30 Fee (Must be paid in advance by check or money order)

Office Use Only:

Approved:  Yes  No

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

## Application & Checklist

Please fill out this form completely, supplying all necessary information and documentation to support your request. Your application will not be processed until the application is completed and required documentation provided. Bring application to 305 SW A St, Bentonville, AR

### INSTALLER INFORMATION:

Check if the fence will be installed by the owner.

Contractor/Owner: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Phone # \_\_\_\_\_ Mobile # \_\_\_\_\_ Fax # \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

### PROPERTY INFORMATION:

Residential OR  Commercial

Address: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Lot Information:  Interior lot  Corner lot Will the fence be installed in the front yard?  Yes  No

Will the fence be installed adjacent to a street or public right-of-way?  Yes  No

### FENCE INFORMATION:

1. Is this fence:  New Construction  An extension of existing fence or wall  Replacement

2. Type of fence:  Chain link  Wood privacy  Wrought iron  Retaining wall  Brick

Other (describe) \_\_\_\_\_

(Note: Razor wire, barbed wire and electric fences are prohibited in residential zoned areas.)

3. Height of fence: \_\_\_\_\_ ft.

4. Will the fence enclose a pool or hot tub?  Yes  No

### SUBMITTAL CHECKLIST:

- 1. Application form.
- 2. Application/Permit fee of \$30.00
- 3. Site plan. (See next page for site plan requirements.)
- 4. Cut sheet/photo of fence style, labeling the side of the fence that is the finished surface.

**A PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED, OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.**

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I understand granting of a permit does not presume to give authority to violate or cancel the provisions or any other state or local law regulating construction or the performance of construction.

Date \_\_\_\_\_

(SIGNATURE OF OWNER, CONTRACTOR OR AUTHORIZED AGENT)

# Fence Permit Supplement

## **SITE PLAN REQUIREMENTS:**

A site plan must be submitted with the application in order to process the permit. The site plan must include the following information:

- Location of all property lines
- Location of all existing structures
- Location of existing or proposed pool/spa
- Portions of existing fencing being replaced
- Location of existing fencing on or adjacent to the property that is to remain in place.
- Location of new fencing
- Location of gates
- Location of utility easements
- Location of drainage easements
- Note fence height
- Note fencing material

## **FENCE REGULATIONS:**

**DISCLAIMER: FOR INFORMATIONAL PURPOSES ONLY.** In cases of discrepancy between the information presented here and the Bentonville Municipal Code, the Bentonville Municipal Code will prevail. Fences are regulated in Bentonville Municipal Code, Appendix B, [Sec. 1100.06 Fence and Wall Requirements](#).

1. Fences must be located on private property built with consent of property owner.
2. Fencing in front yard cannot exceed 48 inches (4 feet) in height.
3. Fences must be located at least 5 feet from street or public right-of-way.
4. No fence may be located within a sight triangle. (determined on a case-by-case basis).
5. Fences may be located in a utility easement; however they must have a gate installed on each end the width of the easement.
6. Fences may NOT be located in a platted drainage easement.
7. Fence height cannot exceed six (6) feet above grade. Except, properties zoned Downtown Core (DC), Downtown Edge (DE), and Downtown Neighborhood (DN1, DN2, DN3, DN4) may be eight (8') above grade.
8. Finished surfaces must face outward from the property when visible from a public right-of-way.
9. Fences used to enclose pools and spas must be a minimum of 48 inches with a maximum clearance between the bottom of the fence and the ground of no more than two (2) inches.