



Planning and Zoning Department
2116 Stallings Street, NW
Covington, Georgia 30014
Phone: (770) 385-2020
Fax: (770) 385-2170

June 2008
FENCE PERMIT APPLICATION

PERMIT# _____

EXPIRATION DATE _____

All Fence Permit Applications are reviewed by the Planning and Zoning Department for completeness prior to being processed. Incomplete applications will not be accepted. It is the responsibility of applicant(s) to contact the Planning and Zoning Department for assistance with the application process and/or request pre-submittal review prior to submitting a formal application.

I. PROPERTY OWNER

Name:	
Mailing Address: (Street, City, State, Zip Code)	
Daytime Telephone:	Fax:
Email:	

II. PROPERTY INFORMATION

Property Address:			
Tax ID/Parcel Number(s):		Parcel Size (Acres):	
Type of Use: ___ Residential ___ Commercial ___ Industrial ___ Other (please specify) _____			
Lot #:		CO #:	
Type of plans being submitted: ___ New Construction		___ Addition	___ Repair
Please list the construction materials: 			
Is the property located within the historic district? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, applicant must also submit an application for a Certificate of Appropriateness.</i>			
Total Fence Height:		Is the fence visible from the street? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, please show the setback distance from the fence to the front property line.</i>	
Will the side and rear fences be higher than the front fence due to height or elevation? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, please state the height difference in footage _____</i>			



III. CONTRACTOR INFORMATION

Contractor/Company:		
Contact Name:	Mobile Phone:	
Address: (Street, City, State, Zip Code)		
Telephone:	Fax:	
Email:		

IV. FENCE PERMIT APPLICATION REQUIRED ITEMS: *The following items must be submitted as concurrent attachments to the application.*

<input type="checkbox"/> Application fee in the amount of \$10.00, made payable to the City of Covington <input type="checkbox"/> Two (2) copies of site and building plans (including electrical, if necessary) <input type="checkbox"/> One (1) copy of a diagram of your property lines showing fence placement in conjunction with the street(s) <input type="checkbox"/> One (1) original and one (1) copy of an application for a Certificate of Appropriateness (<i>this only applies to properties located within the historic district</i>)

V. CERTIFICATION

I, _____, being the property owner, have read and understand the contents of this application and have obtained and received a copy of the City of Covington's fence and wall requirements. I certify that that the information contained herein, including attachments and all other supporting information, is complete and true, to the best of my knowledge and belief.	
Signature of property owner:	Date:

Sworn to and subscribed to me this ____ day of _____, 20 _____

Notary Public

(Notary Seal)



VI. AFFIDAVIT. This form must be completed, signed and submitted to obtain a fence/building permit. No permanent powers will be connected until "all" contractors have furnished current license.

Date of permit application:	Subdivision:	Lot:	Block:
Job Site Address:			
Permit Holder's Name:			
(Check one of the following) <input type="checkbox"/> General Contractor <input type="checkbox"/> Property Owner			
Mobile Phone:		Telephone:	

WE ACCEPT STATE LICENSED SUB-CONTRACTORS ONLY:

<p>Electrical Contractor (Check one) Class 1 Restricted <input type="checkbox"/> Class II Unrestricted <input type="checkbox"/></p> <p>Company or Contractor's Name: _____</p> <p>Address: _____</p> <p>State Card # _____</p> <p>City/County Occupation Tax Receipt (business license) # _____ Expiration Date _____</p> <p>Card Holders' Signature: _____</p> <p>Telephone Number _____ Work _____ Mobile _____</p>

<p>Low-Voltage Contractor (Check one) <input type="checkbox"/> Class LV-A <input type="checkbox"/> LV-T } <input type="checkbox"/> LV-G <input type="checkbox"/> LV-U</p> <p>Company or Contractor: _____</p> <p>Address: _____</p> <p>State Card # _____</p> <p>City/County Occupation Tax Receipt (business license) # _____, Expiration Date _____</p> <p>Card Holders' Signature: _____</p> <p>Telephone Number _____ Work _____ Mobile _____</p>
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I do certify that I am responsible for each required licensed contractor to hold a currently dated Occupational Tax License and State Card Certification. Any false information or representation will be prosecuted under all applicable laws or ordinances. Any change in my status on this installation, I understand that I will be held responsible for this job until the building permitting and inspections office have been notified, in writing, of any change. **The General Contractor is responsible for paying for the permit (including the subs) and for attaching a copy of the current sub-contractor's state card and Occupation tax receipt (business license).** For legal purposes, this form requires a notary or witness.

Signature of General Contractor or Permit Holder

Signature of Property Owner

Please print name of General Contractor or Permit Holder

Please print name of Property Owner

Sworn to and subscribed to me this ____ day of _____, 20 _____

Notary Public

(Notary Seal)



*****FOR OFFICE USE ONLY*****

PLANNING AND ZONING		File #		Application Fee Received:	<input type="checkbox"/>
Approved: <input type="checkbox"/>	Approved with Remarks: <input type="checkbox"/>				
Denied: <input type="checkbox"/>					
PLANNING COMMISSION		PC Hearing Date:			
Approved: <input type="checkbox"/>	Approved with Remarks: <input type="checkbox"/>				
Denied: <input type="checkbox"/>					
Zoning Administrator Signature			Code Official Signature:		
HISTORIC PRESERVATION		Is the property located within the Historic District?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
HP Hearing Date:		COA#			
Approved: <input type="checkbox"/>	Approved with Remarks: <input type="checkbox"/>				
Denied: <input type="checkbox"/>					
Zoning Administrator Signature					
ELECTRICAL CODE REGULATIONS		Inspection Date:		Inspector:	
Approved: <input type="checkbox"/>	Approved with Remarks: <input type="checkbox"/>				
Denied: <input type="checkbox"/>					
BAA		BAA Hearing Date:			
Approved: <input type="checkbox"/>	Approved with Remarks: <input type="checkbox"/>				
Denied: <input type="checkbox"/>					



16.32.070 Fence and Hedges

- A. **Corner Visibility.** On corner lots within all zoning districts, no fence, shrubbery, or other obstruction to traffic line of sight vision shall exceed a height of two and one-half (2½) feet within the triangular area formed by the intersection of right-of-way lines at two (2) points measured twenty (20) feet along the property line from the intersection. Within said triangle there shall be no sight obscuring wall, fence or foliage higher than thirty (30) inches above grade or in the case of trees, foliage lower than eight (8) feet. Vertical measurement shall be made at the top of the curb on the street or alley adjacent to the nearest side of the triangle or if no curb exists, from the edge of the nearest traveled way.
- B. **Measurement Rule.** Heights of fences, hedges, and other continuous foliage shall be measured from the adjacent top of the street curb, surface of an alley, or the official established grade thereof, whichever is higher. Along interior lot lines, the measurement shall be from the average grade of the lot line of the parcel on which the fence is located.
- C. **Exceptions.** The mayor and council may approve, or may direct as a condition for granting approval, that fences or plantings of a height in excess of these regulations be placed as shielding between different uses, or between like uses upon agreement between the parties affected thereby, provided that no such approval shall have the effect of reducing corner visibility as provided for herein.

16.32.220 Walls and Fences

The setback requirements of this zoning ordinance shall not prohibit any necessary retaining wall or fence except that in a NR1, NR2 or NR3 zoning district:

- A. Front yard fences and walls shall not exceed forty-two (42) inches in height and shall not extend into the public right-of-way.
- B. Front yard fences shall be within six (6) inches of the property line and shall not be made of wire, woven metal, or chain link unless located on property of an agricultural or undeveloped use or of a lot size larger than three (3) acres.
- C. Ornamental or decorative fences constructed of brick, stone, stucco, split rail, wood or wrought iron and not constructed of exposed block, tires, junk or other discarded material shall be permitted within the front yard setback.
- D. No fence or wall shall exceed eight (8) feet in height within a rear or side yard.
- E. Retaining walls located adjacent to a sidewalk along a public street shall not exceed a height of two (2) feet and the combined height of a fence where otherwise authorized and retaining wall shall not exceed a height of five (5) feet, unless existing topography prohibits retaining walls of a lesser height. Retaining walls shall be from finished poured concrete or shall be faced with stone, brick or smooth stucco.

