



**CITY OF HAYSVILLE  
Public Works Department**

401 S. Jane  
PO Box 404  
Haysville, KS 67060  
Phone: 316/529-5940 | Fax: 316/529-5945  
permits@haysville-ks.com

**Fence Permit  
Application**

**A SITE PLAN SHOWING PROPERTY LINES, EASEMENTS, STRUCTURES AND PROPOSED FENCE LOCATION MUST BE ATTACHED PRIOR TO ACCEPTANCE OF APPLICATION.**

**PROJECT INFORMATION**

Project Address:		Zoning District:
Contractor Business Name (or responsible party doing work):		Contractor Phone#:
Contractor Address:		Contractor Email:
Property Owner:	Phone#:	Property Owners Address (if different from project address):

**DESCRIPTION OF WORK**

Fence Material:		
<input type="checkbox"/> New Construction	<input type="checkbox"/> Replacement	Fence Height:

I/We understand the provisions and requirements of Chapter 4, Article 11 of the Municipal Code and agree to the following:

- A. All posts and bracing for wood fences abutting or visible from public rights of way or other public property shall be constructed either with support braces and other load bearing components thereof located on the interior of the fence. (i.e. the "finished" side of wood fences shall be facing public street) or with the boards installed on both the interior and exterior of the fence in an alternating pattern commonly known as a shadowbox fence.
- B. A fence may be located within a drainage or utility easement as long as the fence meets the following criteria:
  - 1) Fences must be placed at an elevation to allow normal drainage flow to travel without blockage by the fence. When proposed to be placed in a drainage easement, a permit to construct the fence cannot be issued until the City Engineer approves the fence with regard to existing ground level; this is required to ensure that the fence will not restrict normal flow of storm waters.
  - 2) Fences shall not be located so as to divert the normal flow of storm water from the platted drainage easement.
  - 3) Fences located within the drainage or utility easement shall have one gate or access panel of at least eight feet in width to provide access for quick emergency or maintenance access by the personnel of the City or a utility company.
  - 4) In the event the City or a utility company must perform maintenance, inspection or replacement of utility lines located within a public easement, such party shall not be liable for replacement of any fence or ground cover located within a public easement. This includes grass, trees, shrubs, etc.
- C. It is the responsibility of the Applicant to locate property irons and/or lines, build the fence according to the approved plot plan, and contact "Kansas One Call" by calling 811, or going to their website - kansasonecall.com, for the location of utilities on said lot.
- D. If a contractor obtains this permit, it is the responsibility of that contractor to provide the property owner with a copy of this agreement. CONTRACTORS INITIALS (IF APPLICABLE): \_\_\_\_\_

I/We acknowledge that the \$25.00 application fee is non-refundable.

SIGNATURE: \_\_\_\_\_  Owner  Agent or Contractor

OFFICE USE ONLY		
Date/Time Application Received: _____	Fee: _____	Receipt #: _____