

**VILLAGE OF VANDALIA
CASS COUNTY, MICHIGIAN
FENCE PERMIT APPLICATION AND ACKNOWLEDGEMENT**

Application for Fence Permit

Important Notice to Applicants: *This application is to be submitted to the zoning administrator prior to the placement or construction of a fence on residential property in the Village of Vandalia.*

Name Street Address City/State/Zip Code Telephone #

1) **APPLICANT** _____

Other numbers: Land Line: _____ Cell: _____ Fax: _____

2) **LANDOWNER** _____
(if different than applicant)

3) **PROPERTY INFO:** Street Address: _____

Tax Parcel #: _____ Acreage: _____

Is Property in a (check if "yes"): platted or condominium subdivision?

4) **ZONING DISTRICT** _____

5) **APPLICANT'S INTEREST IN PROPERTY** (check one): Owner Lessee Buy Option
 Other/Specify: _____

A) If applicant is not owner, owner must sign approval for submittal of application here:

Verification of owner. I have reviewed the fence permit application for the property I own at _____ within the Village of Vandalia and have authorized submittal of this application to the Village Zoning Administrator and approve the implementation of the fence, if the application is approved.

Date: _____

By: _____
Owner:

6) Fence or wall details (must comply with Section 20.11 of the Village of Vandalia Zoning Ordinance, attached):

Proposed fence details to be provided by applicant:	Zoning Administrator Notes:
Proposed location:	
Location: () Rear Yard () Side Yard () Front Yard *	
Type:	
Distance from property line (need not meet setbacks) **: _____	
Distance from dwelling on adjoining lot: _____	
Direction of Decorative Side of Fence: _____	

7) **SUBMITTAL REQUIREMENTS.** The applicant must provide the following documents and information along with this application completed in full:

_____ Proof of property Ownership (IE Deed, tax bill, or mapping document from Cass county website).

_____ A sketch map or tax map showing number and location of buildings; distance of building(s) from property lines and proposed location of fence.

_____ A sketch map of the properties located adjacent to the proposed location of the fence (see sample) with buildings. An aerial view from the county website is acceptable, as is a tax map. (see samples).

_____ *The Village of Vandalia strongly recommends that a fence applicant obtain a survey showing the exact property lines and fence location prior to installation of a fence. Barring that, the applicant shall ensure that a fence is located well within the property upon which it is to be located. The Village of Vandalia reserves the right to require a survey prior to granting a fence permit. If an applicant chooses to go without a survey, the applicant must sign the acknowledgement for responsibility of encroachment on this application:*

AFFIDAVIT: I (we) the undersigned affirm that the foregoing answers, statements, and information, and any attachments, are in all respects true and correct to the best of my (our) knowledge and belief. The Zoning Administrator and the Village of Vandalia may rely on the representations herein. I understand that this permit, if granted, is subject to revocation if the fence/wall is not constructed in accordance with the representations on this application.

Signature of Applicant

Date:

Signature of Applicant

Date:

ACKNOWLEDGEMENT OF RESPONSIBILITY FOR LACK OF SURVEY:

The undersigned applicant asserts that he/she has determined to make this fence application without obtaining a survey of the property upon which the fence is to be located and hereby releases the Village of Vandalia from any responsibility for an improper fence location and/or for encroachment onto adjoining property that is later found. Furthermore, I understand that if an encroachment is found, I or my subsequent tenants, owners or vendees will be responsible for removing the encroachment and replacing the fence in the correct location.

Signature of Applicant

Date:

Signature of Applicant

Date:

MAILING DIRECTIONS, ZONING ADMINISTRATOR COMMUNICATIONS AND FEES

This application must be returned with a payment (check) for all applicable fees to the following address:

Jack Young, Jr.
Zoning Administrator, Village of Vandalia
18035 State St., Vandalia, MI 49095
www.villageofvandaliami.com

Telephone: 269-476-2234

Fax: 269-476-2344

*Please contact the zoning Administrator for applicable fees.
All checks for application fees must be made out to "Village of Vandalia".*