**OTF BOARD OF DIRECTORS FENCE PERMIT APPLICATION**

**(Applications MUST be approved prior to beginning work)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DATE OF SUBMISSION: | |  | RECEIVED BY BOARD: |  |
| NAME/EMAIL: |  | | | |
| ADDRESS: |  | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| LOT #: |  | PHONE #: |  |  | CHECK IF PROJECT WILL REQUIRE A DUMPSTER |
|  |  |  |  |  | ON PROPERY DURING WORK |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| APPROX. DATES FOR CONSTRUCTION: | FROM: |  | TO: |  |

|  |  |
| --- | --- |
| WORK TO BE PERFORMED BY: |  |

FENCE MATERIAL:

|  |  |
| --- | --- |
| WOOD – UNSTAINED  WOOD – STAINED  COMPOSITE | VINYL  WROGHT IRON  OTHER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

FENCE STYLE:

|  |  |
| --- | --- |
| PICKET  PRIVACY | SHADOW-BOX  OTHER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**PLEASE ATTACH THE FOLLOWING:**

COPY OF A PLAT PLAN (AVAILABLE AT LEE’S SUMMIT CITY HALL) SHOWING THE LOCATION OF THE REQUESTED FENCE ON THE LOT. IF REQUEST WILL REQUIRE ANY GRADING CHANGES, INCLUDE EXISTING GRADES AT THE NEAREST PROPERTY LINE AND THE PROPOSED FINISH GRADES AS APPLICABLE.

PHOTO OR SKETCH OF THE PROPOSED FENCE, SHOWING MEASUREMENTS, INCLUDING HEIGHT

MATERIALS BEING USED AND COLOR SAMPLES

**IS ANY SECTION OF THE REQUESTED FENCE IS GREATER THAN FOUR FEET IN HEIGHT?**

NO

YES – PROPERTY BACKS UP TO NON-OTF PROPERTY

YES – SPECIAL USE AREA. PLEASE DESCRIBE YOURSPECIAL USE AREA**:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HOMEOWNER SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

APPROVED BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please drop-off completed applications in marked box at the Clubhouse (501 NE Clubhouse Dr.).

An approval or denial letter will be sent along with copy of this application within 10 days – THANK YOU!