



FENCE PERMIT APPLICATION

Section 3.5.3 City of Holly Springs Zoning Ordinance

Property Address: _____

Subdivision: _____

ITEMS NEEDED BEFORE ISSUANCE OF PERMIT

_____ HOA Approval Letter (If Applicable)

_____ Legal site plan or plat showing fence location, buffers, and easements

_____ Description of dimensions and materials to be used

**PROPERTY LINE MUST BE STAKED OR DELINEATED.
IF DISPUTED, A CERTIFIED SURVEY WILL BE REQUIRED**

PROPERTY OWNER INFORMATION

Name: _____

Address: _____

City/State/Zip Code: _____

Phone: _____ Email: _____

CONTRACTOR INFORMATION

Company Name: _____ Business License#: _____

Address: _____

City/State Zip Code: _____

Contact Name: _____

Phone: _____ Email: _____

In being granted permission to erect this fence, I hereby agree to comply with all ordinances and building codes now in effect in the City of Holly Springs. I further agree that all contractors used to accomplish this construction will be properly licensed. I understand that penalties will be levied for all re-inspections and that a permit card must be posted on the job site before any construction can take place.

Applicant Signature _____ Date _____

Stormwater Coordinator Approval ___ Yes ___ No

Building Official Approval ___ Yes ___ No

Signature _____

Signature _____

Date _____

Date _____

City of Holly Springs

Fence Installation Acknowledgment



If the fence being constructed is within a drainage easement, it likely contains an underground stormwater pipe and/or other stormwater infrastructure. If the City must do any work to infrastructure within the drainage easement it is possible that your fence will need to be removed to complete the work. If this is the case, the City is not responsible for reconstruction of the fence or any of the related cost. These costs will be the responsibility of the property owner.

Additionally, the City does routine inspections of all stormwater infrastructure. If any of these structures including manhole covers, drains, inlets, outfalls, headwalls, etc. are obstructed by fences, the City will require a gate or some sort of access route to complete inspections. This access must be permanent and available at any time to City personnel. All access gates must be left unlocked.

X

Property Owner (printed name)

X

Property Owner Signature

I hereby certify that _____ is personally known, or verified by me, that the applicant signed this application after stating to me his or her personal knowledge and understanding of all statements and, under oath actually administered by me, has sworn that the statements and answers contained in this affidavit are true.

SUBSCRIBED AND SWORN BEFORE ME ON THIS
____ DAY OF _____, 202__

Notary Public

AFFIX SEAL



City of Holly Springs

SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE)

Affidavit of Compliance with O.C.G.A. 50-36-1 “Verification of Lawful Presence within the United States.”

O.C.G.A. 50-36-1 requires that applicants applying for such things as licenses for public benefits complete a signed and sworn affidavit verifying the applicant’s lawful presence in the United States. Therefore, the applicant must answer the following questions:

The applicant is a U. S. citizen or legal permanent resident at least eighteen (18) years old.

 YES NO or IF NOT:

The applicant is a qualified alien or nonimmigrant under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, at least eighteen (18) years old, and is lawfully present in the United States. **A photo static copy of the applicant’s alien card issued by the Department of Homeland Security or other federal immigration agency must be included with this document.***

O.C.G.A. 50-36-1 states that “Any person who knowingly and willfully makes a false, fictitious, or fraudulent statement of representation in an affidavit executed pursuant to this Code section shall be guilty of a violation of Code Section 16-10-20.”

I declare, under penalty of law, that this affidavit has been completed by me and is true and correct.

Signature

Date

Title

Legal Company Name

Company Address

(Must be signed by applicant. If the applicant is a corporation, must be signed by an officer of the corporation. **A STAMPED SIGNATURE IS NOT ACCEPTABLE.**)

I hereby certify that _____ is personally known, or verified by me, that the applicant signed this application after stating to me his or her personal knowledge and understanding of all statements and, under oath actually administered by me, has sworn that the statements and answers contained in this affidavit are true.

SUBSCRIBED AND SWORN BEFORE ME ON THIS
_____ DAY OF _____, 202__

Notary Public

AFFIX SEAL

*All applicants must attach a copy of a secure and verifiable document as defined in O.C.G.A. 50-36-2.