

City of Valley Park

320 Benton Valley Park MO 63088 Phone (636)225-5171 Fax (636)225-0643

Fence Permit Guide Sheet

General:

A Complete building permit application, along with three (3) sets of plans may be submitted to the Valley Park City Hall at 320 Benton St. between 8:00 AM and 4:30 PM, Monday through Friday.

The plan review takes on the average of 2 to 3 working days. When approved, the applicant will be notified.

This is intended as a general guideline, additional items may vary or additional items may be required. Failure to submit all of the below listed information will result in a delay in processing your permit application.

Application Requirements:

1. Completed building permit application.
2. PLOT Plan – Must show location of proposed fence with measurements to the property lines and structures, show all easements. Fences **CAN NOT** be erected beyond the front building line. Indicate patterns and directions of all surface drainage. Plot Plan must be signed and sealed by a registered land surveyor.
3. FENCE PLANS – Provide a description of the proposed fence. Also include drawings or pictures of the proposed fence.
4. ADDITIONAL INFORMATION – Additional information or drawings may be required by the City of Valley Park.
5. SUBDIVISION APPROVAL – Some subdivisions may require their approval prior to you erecting your fence. Please check with your subdivision trustees. ***The City of Valley Park DOES NOT enforce subdivision rules or regulations, however, if the required approval is not submitted, your permit will be delayed.**

Three total plans sets will be required for submission.

FEES:

Fees are based on construction cost and one final inspection.