



CITY OF ASPEN
FENCE PERMIT APPLICATION CHECKLIST

NOTE: This is a general list of required information. More information may be required as each project is individually evaluated. When such a request is made, the application can progress only after the necessary information is received.

- Permit application form (including legal description and parcel ID number)
- Two (2) original, recent (no more than one year old) "Improvement Surveys" with the original wet stamp and original signature of the surveyor. The survey must include:
 - ◆ Topography at 2' contour intervals
 - ◆ All easements and rights-of-way
 - ◆ Site vicinity map
 - ◆ All existing structures and improvements
 - ◆ Locations of all trees, trunk diameters (measured four and one-half feet above grade), and species. NOTE: If trees will be moved, Parks Department approval and a permit are required.
- Two (2) copies of the survey with the proposed fence delineated.
NOTE: Do not delineate the proposed fence on the original surveys!
- Two (2) elevation drawings of a fence section showing design, dimensions, and materials
- One (1) set of plans reduced to 11"x 17"
- Is the site listed on the "Inventory of Historic Sites and Structures"? _____
(Check with the Historic Preservation Officer at 429-2758)

OWNER _____ DATE _____

JOB ADDRESS _____

PARCEL I.D. NUMBER (applicant to provide) _____