



## 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.

- Improvement Survey 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 4.5' above grade), and species.<sup>1</sup>
- Copy of the survey with the proposed fence delineated<sup>2</sup>
- Elevation drawings of a fence section showing design, dimensions, and materials
- Homeowner Association Compliance form:  
<https://cityofaspen.com/DocumentCenter/View/279/>

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<sup>1</sup> If tree root zone may be impacted, Parks Department approval and a permit are required <sup>2</sup> Do not delineate the proposed fence on the original surveys