

Form No. 1 - Notice of Intention To Erect a Fence

Instructions:

- This form is not to obtain approval for [fences classed as development under the Development Act](#). Use the [development application form](#) for fences that are development.
- See Council's [Fencing Cost Reimbursements policy](#) for assistance in filling this notice form
- Fill out steps 1-9 below and send the form to the City of Port Adelaide Enfield (address overleaf)

1. To:

i.e. name of adjoining landowner, usually the City of Port Adelaide Enfield

2. Owner of:

*i.e. the street address of adjoining land where fencing is proposed to be replaced or repaired.
Where the exact address is unknown, describe the land as clearly as possible
e.g. "Walkway between 163 and 171 St Vincent Street, Port Adelaide"*

3. Take notice that I propose that a fence be erected between your land described above and my land at:

i.e. address of your property

Of which I am the owner.

4. The particulars of my proposal are as follows:

Fence length

e.g. 13 metres

Height

e.g. 1.8 metres

Material

*e.g. Colorbond, Zinalume, timber,
tubular, chain wire*

Colour

e.g. cream

Framing

*e.g. steel posts and rails, 'Good
Neighbour' fencing*

Capping

e.g. capped, uncapped

Fence position

e.g. along the eastern boundary of my property (back fence)

Earthworks*

e.g. plinths, retaining walls, use of jackhammers on rocky ground

Any other details*

e.g. details of any lattice work or gates

**If not applicable, mark 'Not applicable'*

5. The total cost of fencing works is:

i.e. including removal/disposal of old fencing, delivery, labour

6. I seek to recover the following dollar amount from the Council:

refer to the Council's Fencing Cost Reimbursements Policy for details

7. The proposed fencing works will be undertaken by:

i.e. name and address of contractor to undertake the proposed fencing work

N.B.—IF YOU [THE CITY OF PORT ADELAIDE ENFIELD] DO NOT WITHIN THIRTY DAYS AFTER SERVICE OF THIS NOTICE SERVE UPON ME [THE LANDOWNER] A CROSS-NOTICE IN ACCORDANCE WITH THE FENCES ACT, YOU WILL BE DEEMED TO HAVE AGREED TO THESE PROPOSALS AND WILL BE BOUND THEREBY.

8. This Notice is given pursuant to the *Fences Act 1975*.

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signature

date

print your name in block letters

contact phone number (during business hours)

email (if you wish, Council can send its receipts of electronic payments to this address)

9. If the City of Port Adelaide Enfield objects to the details in this notice, it may send a cross-notice to the following address:

(i.e. usually the postal address of the person who signed item 8 of this form)

Please print this form, then sign it (item 8) and send it to the Council:

<p>By post City of Port Adelaide Enfield Property Services PO Box 110 PORT ADELAIDE SA 5015</p>	<p>In person Port Adelaide Enfield Civic Centre 163 St Vincent St, Port Adelaide</p>	<p>Via email customer.service@portenf.sa.gov.au (Attention: Property Services)</p>
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