

FENCE
PERMIT REQUIREMENTS

MUST HAVE ALL OF THE FOLLOWING IN ORDER TO ACCEPT FOR REVIEW:

****If the fence is around a swimming pool/spa, it shall have self-closing/Latching gates with the latches being a minimum height of 54" from adjacent floor.**

Wood Fence (All wood types):

- ___1. Building Application- must include Lot, Block, and Subdivision, and job value
- ___2. Two copies of the survey showing the footprint of the property and indicate the location and size of work to be installed.
- ___3. If the survey is more than 12 months old, the owner will need to complete a Zoning Affidavit, which states that nothing on the survey has changed. If work was completed on the property which will alter the survey, a new survey will be required.
- ___4. If the fence is horizontal wood, aluminum, decorative metal, or PVC, two copies of the current product approvals, with all components, connections, and method of anchorage **HIGHLIGHTED** or two sets of signed and sealed Engineer plans must be submitted.
- ___5. If the homeowner is applying for the permit, an Owner Builder Affidavit will need to be completed and notarized.

****Please be SPECIFIC about what type of fence is being installed, i.e, shadowbox, board on board, horizontal wood, pvc, aluminum, etc.**