

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 Affadavit, 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 Affadavit 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.