

DEVELOPMENT SERVICES DEPARTMENT  
BUILDING DIVISION

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FENCE CHECKLIST

**\*We require 3 sets of plans/surveys Packaged and stapled together and 2 copies of applications and all other forms being submitted for this permit**

**Required**

- \_\_\_ Print out from the Broward County Property Appraisers Office (**WWW.BCPA.NET**)
- \_\_\_ **Zoning** One (1) original signed/sealed survey and two (3) copies to scale (**do not reduce or increase size**). Survey shall not be older than two (2) years, unless no changes have been made and survey affidavit is provided. Surveys must show all easements and encumbrances. Work being done must be high lighted and have setbacks labeled. Gate locations must be shown  
Provide height, color, and elevation where percentage can be observed.  
For pool enclosure requirements see 12-33(a)(b) transparence.  
For rural lifestyle see sec 12-286 (b)
- \_\_\_ **Structural** (3 complete sets, details of fence height, location, and anchorage)  
(Sealed engineered drawings required for aluminum fences)  
3 sets of fence specs(provided by building dept) must be included With your plans.
- \_\_\_ **Engineering** Sight triangle at entrance driveways or at corners if property is located on a lot at the street intersections
- \_\_\_ Drainage District: if applicable - (Drainage/Lake Maintenance Easement) (Required only if structure is in easement) (Stamped on slab Location Plan)
- \_\_\_ Utility Easement Agreement Letters - if fence location is on a utility easement.  
(Identification and hold harmless agreement)
- \_\_\_ Central Broward Water Control District
- \_\_\_ South Broward Drainage District Approval
- \_\_\_ Tindall Hammock Approval
- \_\_\_ Completed Building Permit Applications
- \_\_\_ Notarized Signature on Applications
- \_\_\_ Contractors- A Copy of all application licenses (Competency & Occupational) original insurance certificates for Workman's Comp and General Liability
- \_\_\_ Disclosure Statement - if submitted as on owner / builder application.
- \_\_\_ Plan Check Fee in the amount of \$30.00 at time of submitting application.

\_\_\_\_\_ Contractors Signature

\_\_\_\_\_ Owner signature required if applying for an owner builder permit