

FENCE CHECKLIST

THIS DOCUMENT IS PROVIDED AS A GUIDE FOR CUSTOMERS TO BE AWARE OF THE DOCUMENTS REQUIRED TO SUBMIT FOR AND OBTAIN A PERMIT. THIS IS ONLY A GUIDE AS OTHER DOCUMENTS AND INFORMATION MAY BE REQUIRED.

1. Applications with Notarized signatures of qualifier of contractor or owner builder.
2. Complete Notarized Owner/Builder Affidavit if owner is acting as contractor per FS 489 exemption.
3. Proof of Ownership i.e. PBC Property Appraiser cover sheet, Homestead Exemption or Warranty Deed if Owner Builder exemption is being utilized.
4. Copy of recorded Notice of Commencement if over \$2500 in value.
5. Completed Easement Agreement to expedite application if needed.
6. Property Survey with the following minimum requirements:
 - A. Printed legal description.
 - B. Property address and Date on all pages.
 - C. All property lines and easements.
 - D. Setbacks from all existing and proposed structures.
 - E. All streets bounding the property.
 - F. Location of all existing and new proposed fencing and gates. Unique hash marks etc...
 - G. All proposed fencing shall be located on the property of applicant/owner. Any and all past encroachments shall be corrected.
7. Construction/Design Plans legible and scaled to 1/8" = 1-foot or greater meeting the following minimum requirements:
 - A. Property Address and Date on all pages.
 - B. Engineered Product Approvals if required.
 - C. Fence Cross-Section Detail-Height of fence, anchoring detail, Type of material, type of installation, spacing of posts and stinger/nailing supports.
 - D. Identify if the Fence is also serving as a Primary Safety Barrier for a Pool, if so the entire fence must comply with FBC and FS 515.29. Any repair to a portion of the Primary Safety Barrier will require entire fence comply with FBC and FS 515.29.

Note: Maximum fence height is 6 feet when located in rear or parallel to adjacent Primary Building Wall. Fencing proposed beyond the adjacent wall toward front yard is limited to 4 feet maximum height.

NOTE: The Village of Royal Palm Beach reserves the right to require additional information and or documentation as deemed necessary to complete the review and permitting process per Florida Statute 553.79.