



**CITY OF ORMOND BEACH**

v2.2014

Planning Department, Building Division

22 South Beach Street, Ormond Beach, FL 32174

Tel: (386) 676-3233

www.ormondbeach.org

bponline@ormondbeach.org

**FENCE PERMIT APPLICATION**

**To be included with Fence Permit Application:** (A) 2 surveys showing the dimensions of the property, primary structures, and the height and location of the proposed fence; (B) For concrete/masonry walls, 2 copies of the engineered plans for the wall; (C) if you are the Owner doing the work yourself, include a notarized Owner's Affidavit.

**PROPERTY DETAILS**

Property Address  Parcel ID No.

**PROPERTY OWNER INFORMATION**

Name

Full Address

Telephone  Email

**CONTRACTOR INFORMATION**

Name  License No.

Full Address

Telephone  Email

**FENCE INFORMATION**

Type of Fence  Height of Fence  Project Cost

Will any part of this fence be used as a pool wall/barrier?  yes  no

Is the property a corner lot?  yes  no

Is the proposed fence in the waterfront yard?  yes  no

**ACKNOWLEDGEMENT**

This acknowledgement is being executed by:  Property Owner  Contractor

1. I will build my permitted fence entirely on the property and shall not encroach onto adjacent properties or rights-of-way. If, at any time, the fence is found not to be on said property, it will be removed and reinstalled at the property owner's/contractor's expense.
2. When installing any part of this permitted fence into an easement, the City of Ormond Beach or any entity permitted to use the easement, shall be held harmless for any breakage or disrepair to the fence which might occur when work is performed in the easement. In addition, the City of Ormond Beach is not responsible or liable for reinstallation of any fence removed.
3. Approval of this permit does not waive requirements of any Homeowners Association (HOA) of record. It shall be the responsibility of the applicant to obtain approval from the HOA prior to commencement of any work.

Signed: \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who ( ) provided \_\_\_\_\_ as identification, or ( ) who is personally known to me.

\_\_\_\_\_  
Notary Public, State of Florida  
My Commission Expires:

**For Office Use Only:**

Licensing Approval: \_\_\_\_\_ Date: \_\_\_\_\_ Building Approval: \_\_\_\_\_ Date: \_\_\_\_\_