

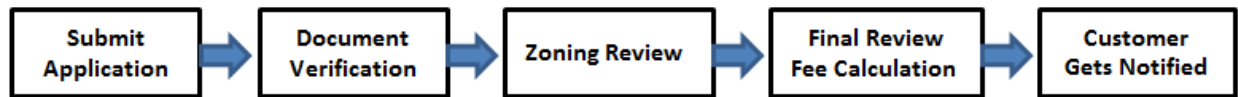


## Fence Permit Application Requirements

Apply online at: <http://permits.occoee.org>

Fence Permits are required for replacements and new installations. The Building Division accepts Fence Permit Applications in person and/or on line at: <http://permits.occoee.org>

**Workflow Steps:** Same day review on fence permits.



**Permit Fee: \$30** *Other fees may be applicable.*

- Building Permit Application Form completed signed and notarized Application must include correct address and complete parcel I.D. number.
- Owner Builder Statement Affidavit form, with owner's signature notarized, if property owner is acting as his/her own contractor.
- Contractor Registration (Active Status) including current Business Tax Receipt, General Liability and Workers' Compensation. First time contractors may register online at: <http://permits.occoee.org>
- Limited Power of Attorney shall be required from the licensed contractor if he/she appoints an employee of his/her company to sign the permit application as the contractor. Must be site specific and notarized.
- Notice of Commencement: Required for projects with work valuations over \$2,500. A certified copy, recorded in the Orange County Comptroller's Office, is required prior to the first inspection in accordance with Section 713.13 of the Florida State Statutes.
- Two (2) copies of site plan, with accurate measurements indicating where the fence will be located on the property. Indicate the number of linear feet, height, number of gates, and type of material.

**Please do not use highlighters on site plan/survey**