

**Planning & Zoning Approval** must precede Fence Permit Application for a New or materially-altered fence.

**P&Z Approval Date:** \_\_\_\_\_



## Fence Permit Application

Owner's Name: \_\_\_\_\_ email: \_\_\_\_\_

Address: \_\_\_\_\_ Ph# \_\_\_\_\_

Address of Project: \_\_\_\_\_

Property Parcel ID#: \_\_\_\_\_

Legal Description of Property: \_\_\_\_\_

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that **NO WORK** or installation/ has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that separate permits must be secured for structural work, electrical, plumbing, signs, roofing, pools, furnaces, boilers, heaters, tanks, and air conditioners, etc.

Height of Fence: Front: \_\_\_\_\_ Rear: \_\_\_\_\_ L Side: \_\_\_\_\_ R Side: \_\_\_\_\_

For **New/Materially Altered Fence with P&Z Approval**: Attach approved documents submitted to Planning & Zoning (which must include detailed drawings of fence location, heights and materials to be used in construction of fence).

For **Repair/Replacement Fence**, attach photos of existing fence and a description of repair work to be done.

Owner's Affidavit: I hereby certify that the information contained in this application is true and correct to the best of my knowledge and that all work will be done in compliance with all applicable laws regulating construction and zoning.

\_\_\_\_\_  
Owner or Agent

\_\_\_\_\_  
Building Official (for new/materially altered)

\_\_\_\_\_  
Code Enforcement Officer (repair/replacement <50%)

### **OFC USE**

#### **FEES:**

- ☐ **Certificate of Appropriateness: \$25.00**
- ☐ **New/Altered Fence: \$75.00**
- ☐ **Repair/Replace Fence: \$0.00**

**Total Paid:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## PERMIT PROCESS:

### New & Materially-Altered\* Fences:

1. **Submit a Planning & Zoning Application to The Apalachee Regional Planning Council.** Applications must be submitted at least ten (10) business days **BEFORE** the P&Z meeting to be considered.
2. **For any questions or to submit your application, contact The Apalachee Regional Planning Council.** [bwilliams@arpc.org](mailto:bwilliams@arpc.org) 850.488.6211 (2507 Callaway Rd, Suite 100, Tallahassee, FL 32303)
3. **Once P&Z has approved your P&Z application, you may then apply for a Fence Permit.** For any questions or to submit your permit application, **contact Ron Nippe, Building Permit Clerk,** [rnippe@cityofapalachicola.com](mailto:rnippe@cityofapalachicola.com), **email only please for speedy response.**
4. **Final Inspection.** Once the fence is complete, contact Ron Nippe, for a final inspection.

## PERMIT PROCESS:

### Repair/Replacement\* Fences:

1. **Apply for a fence permit.** For any questions or to submit your permit application, **contact Ron Nippe, Building Permit Clerk,** [rnippe@cityofapalachicola.com](mailto:rnippe@cityofapalachicola.com), **email only please.**
2. **Final Inspection.** Once the fence is complete, contact Ron Nippe, for a final inspection.

## FENCE GUIDELINES to keep in mind:

**Height Restrictions: Front yards:** Not to exceed 48 inches. For corner lots, the two sides of the lot paralleling the two streets are considered front yards. Front yard fences on corner lots may not exceed two and one-half feet (30 inches) in height within 50 feet of the point of intersections of the two streets. **Side and Rear yard:** Not to exceed six feet (72 inches).

\*A materially-altered fence application is defined as a proposal to repair/replace an existing fence by greater than 50 % and/or changing the structure, shape, height or materials from the original fence. Less than 50% repair/replacement and no change in structure, shape, height or materials fits under the guidelines of a Repair/Replacement Fence permit.

## FENCE PLACEMENT RESTRICTIONS:

Fences may be erected within the required setback area (i.e. area between the front, side, and rear property lines and the front, side, and rear setback lines).

A fence shall not be located on any property line.

A fence extending from the side of a principal structure to the side lot line shall attach to the principal structure no closer to the front lot line than where the façade is located. (The façade does not include any covered or uncovered porch, uncovered steps or uncovered balconies).

The height of a fence is measured as the vertical distance from the highest finished grade at the base of the fence to the top edge of the fence and includes the height of fence posts. (Decorative finials on fence posts may exceed the height of the fence but should be kept to a minimum).

**NOTE:** Questions regarding **commercial** properties should be directed to Ron Nippe, Building Permit Clerk, [rnippe@cityofapalachicola.com](mailto:rnippe@cityofapalachicola.com), Office: 1 Bay Ave Apalachicola FL 32320