

Owner / Builder Fence Permit Submittal Guide (Submit in office)

REQUIRED FORMS:

- Residential or Commercial Permit Application
(include proposed fence height and type of fence in scope of work)
- Property Appraiser's printout with legal description
- Owner / Builder Statement
- Historical / Archaeological Form
(required if breaking ground in any way during construction)
- Fence in Easement Estoppel Form signed by property owner

POSSIBLE ADDITIONAL FORMS:

- Recorded and Certified Notice of Commencement (required if the value of work is over \$2,500.00) – submitted to the Building Division prior to scheduling of first inspection. This may be emailed to bpcustomerservice@seminolecountyfl.gov, faxed to **407-665-7486** or submitted in person

REQUIRED PLANS:

- Two (2) legible site plans showing:
 - The exact location of the proposed fence, height, style of fence and gates if located over a driveway
 - Setbacks measured from the property line to the fence location

NOTE: A Site Plan Example is available online on the Seminole County Building Division's [Forms and Applications page](#).

This is only a guide and may not be all-inclusive for your particular project.