



Community Development Zoning Division

18400 Murdock Circle, Port Charlotte, FL 33948-1094
Phone: (941) 743-1964 (941) 743-1230 Fax: (941) 743-1598
www.charlottecountyfl.com

"Leading the Way in Defining Community Development"

Residential Fence Permit - Application

Incomplete applications will not be accepted.

Date Received: _____ Receipt Number: _____

Permit Number: _____ Zoning Tech. Signature: _____

1. Job Site Address: _____
(Address) (City) (Zip + four)

2. Legal description: Lot(s): _____ Block(s): _____

Subdivision: _____ Unit or Sub-section: _____

Parcel(s) or Tract(s): _____

Section(s): _____; Township: _____ (South); Range: _____ (East)

3. Property Owner: _____

(Address) (City) (State) (Zip + four)

(Phone Number) / (Fax Number) / (E-mail Address)

4. Name of Contractor (Applicant): _____

(Address) (City) (State) (Zip + four)

(Phone Number) / (Fax Number) / (E-mail Address)

5. Zoning Classification of Property: _____

6. **Description of Work to be done:** _____

7. Setbacks: front, _____; rear, _____; side, _____; side, _____.

8. Construction Cost: _____

Applicant Check List

- 1) Application (2 copies) _____
- 2) Site plan drawn to scale with accessory affidavit or survey showing location of proposed fence (2 copies).
- 3) Notice of Commencement over \$2,500.00 _____
- 4) Copy of Release of Easement (if applicable) _____

(Return completed form to the Zoning Office)



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Affidavit of Applicant

I, the undersigned, being first duly sworn, depose and say that I am the owner, attorney, attorney-in-fact, agent, lessee or representative of the owners of the majority of the property described and which is the subject matter of the proposed application; that all answers to the questions in this application, and all sketches, data and other supplementary matters attached to and made a part of the application are honest and true to the best of my knowledge and belief. I understand this application must be complete and accurate before the application may be considered, and that if I am not the owner of the property, I have attached a notarized authorization from the owner(s) to submit with this application.

State of _____, County of _____ The foregoing instrument was acknowledged before me this _____ day of _____, _____, _____ (Month) (Year) by _____ who is personally known to me or; has produced _____ as identification and who did / did not take an oath.

Signature of Notary

Signature of Applicant (or Agent)

Printed Name of Notary

Commission Number

Property Owner's Consent

I, _____, property owner of _____
(print name)
do hereby give _____ permission to file this application to allow the use of this property for: _____.

State of _____, County of _____ The foregoing instrument was acknowledged before me this _____ day of _____, _____, _____ (Month) (Year) by _____ who is personally known to me or; has produced _____ as identification and who did / did not take an oath.

Signature of Notary

Signature of Owner

Printed Name of Notary

Commission Number

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Some Requirements for Residential Fences

Chain Link and Wood Fences must be six feet (6'), or less, in height
Height is measured from natural grade

(Masonry fences are considered Walls and require a Building Permit)

Chain link fences, picket fences and fences of open construction located between the front property line and the front of the principal residence **are limited to 4' high.**

Wood stockade fences and solid or opaque fences of any material located between the front property line and the front of the principal residence **are limited to 3' high.**

Properties located within the Charlotte Harbor CRA and Manasota Key Overlay will need additional review for compliance.

See zoning counter for details.

All semi-solid wood fences of six feet or less in height must meet the following structural requirements:

1. Posts must be pressure treated with a minimum dimension of 4" x 4".
2. Maximum spacing of posts is eight feet on center.
3. Please select the type of construction for the fence
 - a. Posts must be embedded at least two feet in the ground when they are set in concrete, and at least three feet in the ground when directly embedded.
 - b. Fasteners used to attach the fence panels to the posts must be galvanized. The minimum size fastener is 20d nail, 3" x 1/4" lag bolt or 3" screw.



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Charlotte County, Florida

Charlotte County Easement Encroachment Agreement (For Residential Fence ONLY)

I, _____ as owner of
(please print name of property owner)
the _____ located at _____
(specify type of easement) (address of property)
agree, on this _____ day of _____, 20____, that I will move or
replace said equipment at my own expense in the event that Charlotte County or the
easement holder ever deems it necessary to utilize the easement at the above
premises. I also agree to release and hold harmless the easement holder. This
agreement shall run with the land. Said property is located at the following address:

(Address) (City) (Zip + four)

Owner's signature: _____

STATE OF FLORIDA COUNTY OF CHARLOTTE

The foregoing instrument was acknowledged before me this _____ day
of _____, 20____, by _____, who is personally
known to me () or has provided the following identification _____,
with expiration date: _____ and who did / did not take an oath.

Notary Signature: _____ Notary Stamp:

NOTE: This agreement must be recorded by the property owner with the Clerk of the Circuit Court prior to issuance of a residential fence permit, or placing the equipment in the easement, or obtain a Certificate of Occupancy, as may be applicable.