



**FENCES
CHAINLINK, WOOD, PICKET, ETC.
SUPPORTING DOCUMENTS & PLANS CHECKLIST**

SUPPORTING DOCUMENTS	
DUE AT SUBMITTAL	<input type="checkbox"/> Permit Application with property address, strap number, job name, job valuation, property owner, contact information for plan comments, and contractor information (may list as "Out to Bid"). NOTE: If the owner is acting as his/her own contractor, Florida Statute 489.103(7) requires the owner to <u>personally appear</u> to sign the application. Notary service is provided free of charge. <input type="checkbox"/> Design Review Committee Approval Letter (For improvements located in the Forum, Botanica Lakes, Pelican Preserve, Marina Bay, Sommerset, and Bridgetown) <input type="checkbox"/> One (1) set of drawings/plans, specifications, etc. which conform to the below checklist. <input type="checkbox"/> Payment of all Plan Review Fees (refer to Permit Application Fee Calculators on City's website www.cityftmyers.com) Visit www.cityftmyers.com/1650/Electronic-Permits/ to learn more about our Customer Self Service Portal
DUE AT ISSUANCE	<input type="checkbox"/> Current Contractor Registration with The City of Fort Myers (separate registration form) <input type="checkbox"/> Subcontractor worksheet (Electrical) for Electric Fences <input type="checkbox"/> Proof of ownership if different from Public Records of Lee County (due to a recent sale of property). A recorded deed is acceptable proof of ownership.
DUE BEFORE 1ST INSP.	<input type="checkbox"/> Certified copy of the Notice of Commencement signed by property owner, lessee, or agent of either, and notarized, (on our form) for all jobs in excess of \$2,500 as required per Florida Statute 713.135(d).
BUILDING PLANS	
<input type="checkbox"/> Statement of Compliance, "These plans were prepared and shall comply with the 2020 (Seventh Edition) of the Florida Building Code, including Section 1609, Wind Loads". <input type="checkbox"/> Fence details (elevation drawings), showing the following: a. Height b. Material Type of Fence (i.e. chain-link, wood, pvc, etc.) c. Color & Coating (i.e. black, brown, or green, vinyl-coated) d. Post & Footing Details (depth, size and material) e. Distance Between Posts <input type="checkbox"/> Gate details, showing the following: a. Number of Gates b. Width of Gates c. Hardware, Locking, or Latching Mechanisms Details, if applicable to comply with Pool Barrier Requirements d. Knox Padlock Device Information for Manual Gates and Evac System Device Information for Electric Gates as required by the Fire Prevention Division Multi-Family / Commercial Only	
SITE PLAN	
<input type="checkbox"/> Aerial Photo or Drawing of property, showing the following: a. All Property Lines and Applicable Easements b. All Streets bounding the property c. Location of all Buildings on the property and location of all Driveways d. Location, Length and Height of Existing Fences e. Location and Length of Proposed Fences f. Setbacks of Proposed Fences to Property Lines, if applicable g. Location of Proposed Gates, showing Direction of Swing h. Location of Fire Hydrants and/or FDC. Multi-Family / Commercial Only	
ADDITIONAL INFORMATION	
<input type="checkbox"/> Engineered Plans shall be required for all Proposed Fences that exceed 6 feet in height, from a licensed design professional <input type="checkbox"/> Fences that will encroach into an easement shall require a Hold Harmless Agreement to be included with the initial application, and plans package. A Hold Harmless Agreement will not be accepted to allow a structure, including fences, to be erected within any Lake Maintenance Easements. <input type="checkbox"/> Fences shall not obstruct visibility, Fire Hydrants or FDC's <input type="checkbox"/> Fire Department access requires a minimum 20-foot clearance (width) of all gates. Multi-Family / Commercial Only <input type="checkbox"/> The Florida Building Code (FBC) requires pedestrian egress to a public way. You may not lock people within a site, nor require keys, special tools or knowledge (i.e. passcode) to egress to a public way. Multi-Family / Commercial Only <input type="checkbox"/> Electric Fences require a Subcontractor Worksheet to be submitted prior to permit issuance <input type="checkbox"/> A Standard Detail (fill in the blanks) is available on the City's website at http://www.cityftmyers.com/DocumentCenter/Home/View/72 <input type="checkbox"/> Property pins must be exposed when using hand drawn site plans. If pins can't be located a current legal survey will be required in order to pass inspection.	
Minimum Required Inspections: 191 Fence Final and 799 Engineering Final; and 899 Fire Final for multi-family/commercial	