



Community Development Department
Building & Fire Division
1065 RIDGEWOOD AVENUE
HOLLY HILL, FLORIDA 32117-2807
(386) 248-9442
Email: permitdesk@hollyhillfl.org

PERMIT NO.: _____

PERMIT TECH: _____

Revised 7/2021

FENCE PERMIT APPLICATION

****EFFECTIVE IS THE 7TH EDITION FLORIDA BUILDING CODE****

*****GOOD SIDE OF FENCE TO FACE OUT*****

JOB INFORMATION:

PROJECT ADDRESS: _____

PROPERTY OWNER: _____

CITY _____ STATE: _____ ZIP CODE: _____

PHONE: _____ EMAIL: _____

☐ RESIDENTIAL OR ☐ COMMERCIAL

PROPOSED WORK: _____ JOB COST: _____

ONCE THE FENCE IS INSTALLED YOU MUST CALL FOR A FINAL INSPECTION

FENCE INFORMATION:

Is this fence replacing or doing minor repairs to a currently existing fence?

No - Then please provide a survey (an older survey can be used if it is still accurate) and show on the survey where the fence is being installed with dimensions.

Yes - If there is currently a fence at this location that is being replaced with a new fence in the same location as the existing fence **or** to which minor repairs are being performed, then you can fill out and sign the attached plot plan instead of providing a survey.

New Fence Type: _____ New Fence Height: _____

New Fence Length: _____

CONTRACTOR INFORMATION:

BUSINESS NAME: _____

ADDRESS: _____

PHONE NO.: _____ E-MAIL: _____

“NOTICE: In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies.”

I HEREBY MAKE APPLICATION FOR A FENCE PERMIT AS NOTED HEREIN AND IF SAME IS GRANTED I AGREE TO CONFORM TO ALL BUILDING DIVISION REGULATIONS AND CITY ORDINANCES REGULATING THE SAME AND IN ACCORDANCE WITH PLANS SUBMITTED.

THE ISSUANCE OF THIS PERMIT DOES NOT GRANT PERMISSION TO VIOLATE ANY APPLICABLE CITY AND/OR STATE OF FLORIDA CODES AND/OR ORDINANCES.

I UNDERSTAND THAT A PERMIT PLACARD MUST BE POSTED AT THE JOB SITE PRIOR TO ANY WORK STARTING AND THAT STARTING WORK WITHOUT A POSTED PLACARD SHALL CONSTITUTE DOING WORK WITHOUT A PERMIT WHICH SHALL INCUR A \$250 FINE.

PERSONALLY APPEARED _____ WHO ON OATH SAYS, THAT HE/SHE IS THE APPLICANT FOR THE FOREGOING, THAT ALL THE STATEMENTS MADE ON THIS APPLICATION ARE TRUE TO THE BEST OF HIS/HER KNOWLEDGE, AND THAT THE WORK TO BE DONE IS AUTHORIZED BY THE OWNER AND WILL BE DONE BY CONTRACT WITH _____ (CONTRACTOR).

Authorized Signature

**STATE OF FLORIDA
COUNTY OF VOLUSIA**

Sworn to (or affirmed) and subscribed before me, by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 202_, by _____, who is personally known to me or produced _____ as identification and did/did not take an oath.

NOTARY PUBLIC, STATE OF FLORIDA

Notary Signature

Printed Name

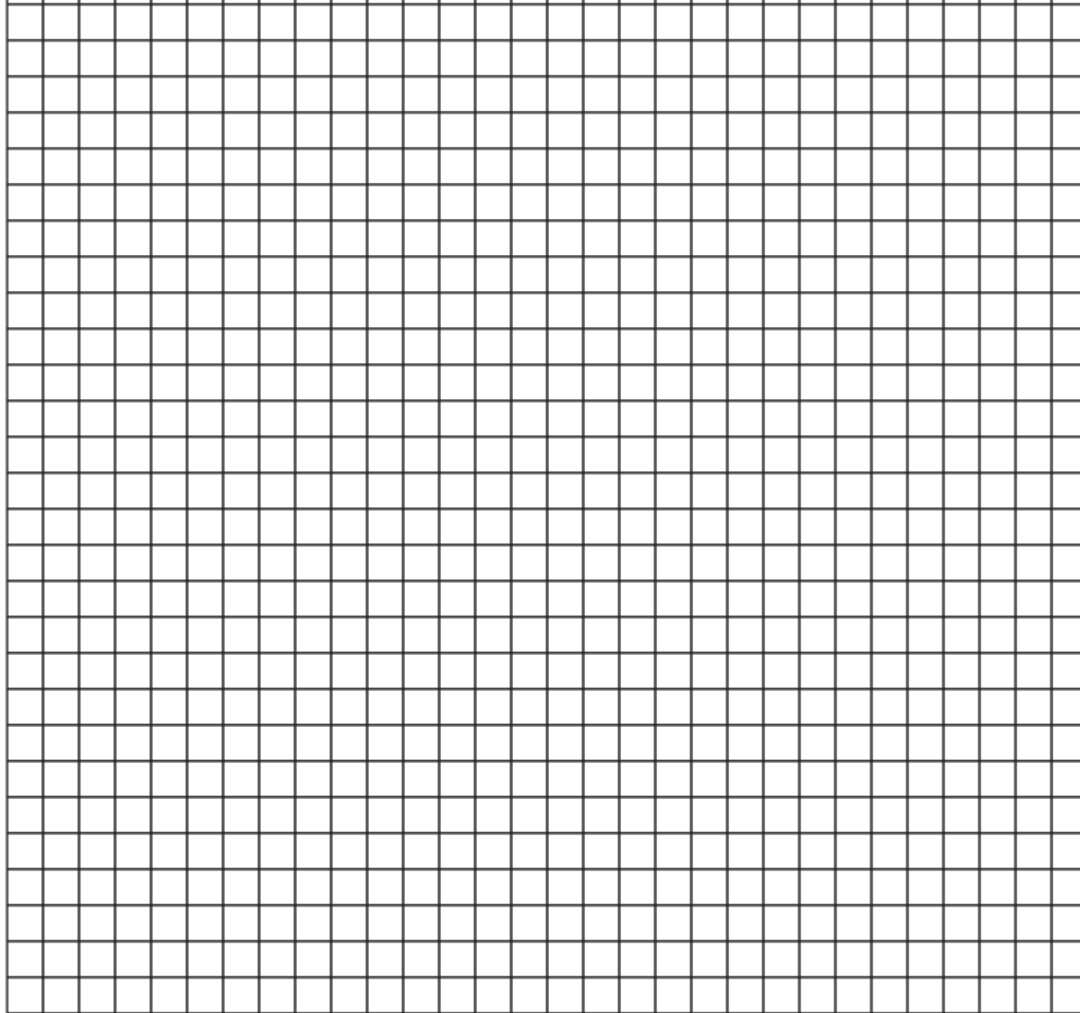
Commission No.: _____

My Commission Expires: _____

For use when replacing (in the same spot) or doing repairs to an existing fence only. A survey can be provided in place of completing this plot plan if desired.

Plot plans that are not neat or that are difficult to read will not be accepted.

Please show the location and name of street. Outline the house or building and show where the fence is going in relation to the structure. Label dimensions such as length and distance from the main structure or other landmarks.



STREET NAME _____

The applicant is not permitted to put a fence on property that they do not own and approval a permit request is not permission to do so in any way. The applicant is choosing to replace or repair an **existing** fence without providing a survey. If replacing a fence, the replacement fence is going in the same exact location as the existing fence. If it is found that the applicant has put the fence on property it does not own, the applicant agrees to remove the fence at its expense. The applicant further assumes full responsibility and liability for and indemnifies, defends, and holds the City harmless against all liability, claims for damages, and suits connected to the issuance of a fence permit.

Owner Signature: _____

Date: _____

FENCE IN EASEMENT ESTOPPEL

RE: ESTOPPEL LETTER AS TO FENCE(S) CONSTRUCTED IN EASEMENT(S)

JOB ADDRESS: _____

I/we, the owner(s) of the property relating to the above referenced address am/are signing this letter as an inducement to cause Holly Hill to issue a building permit for my benefit.

I/we represent to Holly Hill that I/we have the authority and power to execute this letter as owner(s) of the subject property and acknowledge hereby the following conditions that this permit is issued upon:

- ☐ That the fence to be constructed is or may be located within drainage or utility easement dedicated to the public.
- ☐ That I/we will allow unlimited access to the easement area by City or utility company employees in order that the purposes of the easement may be fully effectuated.
- ☐ That, I/we will not impede or obstruct Holly Hill or utility companies who have rights to the easement area from fully exercising their easement rights.
- ☐ That, if either Holly Hill or an authorized utility company removes the fence constructed under this permit application due to my/our failure to remove it within a reasonable amount of time after formal notice is given, any loss or damage to my/our property shall be my/our responsibility. It is my/our responsibility to insure that the fence is removed in order to provide use of the easement area by Holly Hill or utility companies and, further, all such removals shall be at my/our sole cost and expense.
- ☐ That this document is binding upon my/our assigns, successors in interest, transferees, heirs, and all similar persons or entities.

Owner's Signature

Owner's Printed Name

Owner's Signature

Owner's Printed Name