TREASURE ISLAND
FLORIDA

Fence or Wall Permit Checklist

All walls, retaining walls, fences and hedges must meet the visibility triangle requirements.

Parcel No:					
Address:					
City:	Treasure Island	**State:**	FL	**Zip Code:**	33706
FEMA Flood Zone Designation (i.e. V, CA, AE, etc.):					

The Community Development Department will not accept a permit application unless all required documents have been provided. Once all the correct documentation is submitted, all plans will be reviewed in the order they are received.

Project details:
INSTALL _____ LF OF _____ FT TALL _____ TYPE FENCE in side yards
INSTALL _____ LF OF _____ FT TALL _____ TYPE FENCE street side yards
INSTALL _____ LF OF _____ FT TALL _____ TYPE FENCE rear yards
(linear feet) (height) (type / material)

Submission Checklists:

Permit Application	☐
Proof of Property Ownership (PCPAO printout, recorded Deed, etc. If fictitious name listed as owner, Sunbiz report or equivalent for states other than Florida)	☐
Current Sealed Survey - Identify all setbacks and elevations including adjacent grades	☐
Drawings - Using a copy of the scaled survey or separate scaled site plan, show the following ☐ Proposed location and length of fence/wall in each yard. ☐ Fence/wall height ☐ Setbacks (Sec. 68-541) ☐ Type of Material ☐ Direction and height of gate and direction of swing	☐
Cut Sheet - Show fence specifications including type of fence, height and dimensions of openings, pickets, cross sections and supporting rails	☐

IF Applicable

Owner/Builder Affidavit - For use if the homeowner will be the contractor.	☐
Notice of Commencement - Notarized and recorded for projects more than $5,000 valuation (required prior to the first inspection)	☐
Condominium/Homeowner Association Letter	☐
Construction Drawings - For walls only, show footer detail	☐
Any Required Approvals from other Agencies - SWFWMD, Pinellas County Utilities, FDOT, etc.	☐

Section 68-2
Fence means any construction of wood, metal, plastic, chain link or other industry standard fence materials, erected for the purpose of privacy, protection or ornamentation.

Retaining wall means a vertical or near-vertical structure built out of rock, block, wood or other similar material and used to either directly support, retained material or to serve as a facing of a cut slope. The definition

includes other systems designed to retain earth or other materials such as a geosynthetic-reinforced wall. A retaining wall shall be constructed so that it does not drain onto adjacent private property. The finished grade of the retained material shall be no more than 6” below the top of structure.

Open Fence means a fence with horizontal or vertical openings not less than 3.5 inches and such that a 4-inch-diameter sphere cannot pass through any opening, between intermediate pickets not greater than 1-1/2-inch cross sections. Any solid perimeter supporting rails shall not exceed 6-inches.

Sec. 68-458. - Garden walls, fences, and hedges.

(a) Generally. All walls, retaining walls and fences shall be located completely within the limits of the property lines. Walls and fences shall have equal architectural treatment on both sides; i.e. the side facing abutting properties, streets, etc., shall be finished. See also section 68-462, Screening regulations. All fees pursuant to this section shall be set by the city commission in appendix A.

In all cases the height is measured from the lowest of the two adjacent grades, based on natural or finished grade, whichever is lower as determined by a survey. Adjacent shall mean in the case of a retaining wall, the finished grade at the wall face.

Retaining wall height is limited to 6-inches above finished grade. In any case where a fence or wall is allowed to exceed the retaining wall height: the retaining wall plus the fence or wall as outlined below may be combined to meet the maximum height allowed.

Where a guard is required by the Florida Building Code, the combined height of the retaining wall and guard may exceed the maximum fence and wall height shown below. If the guard exceeds the allowable height shown below, then the guard shall meet the spacing requirement for an open fence.

Additional information may be required on a case-by-case basis.

Contractor: _____

Signature: _____ Date: _____