

HERNANDO COUNTY ZONING – FENCE PERMIT APPLICATION INSTRUCTIONS

789 Providence Blvd., Brooksville, FL 34601 (352)754-4048 (352)754-4416 fax

*Fence permits are required in all commercial, industrial, and residential zoning districts. Agricultural zoning districts are exempt from the Fence Ordinance, including: AG, AR, AR1, AR2, PDP(RUR)

*Complete permit applications and the required supporting documents are to be submitted directly to the Zoning Department or via the Building Department Contractor System for online submittal.

*Commercial fences may require approval from the county's Engineering Department and/or local fire department, and therefore may not be issued the same day. Engineering Dept. will review if affecting any roadway, parking lot, drainage area, etc., and the fire department will review if enclosing the entire property.

*Fence Permits are valid for up to 180 days (6 months). The contractor or owner/builder is responsible for requesting the fence inspection within 180 days. After that, an automatic inspection will be performed. Any fence to be installed after the completed inspection will require the issuance of a new fence permit.

*You do not have to be present for the final inspection, but the permit card and its attachments should be posted outside and clearly visible from the street.

All application submittals must include:

- **Completed application**
- **Legible accurate site plan. Surveys or accurate hand drawing is preferred. Aerials will be accepted only if clear depiction can be obtained. Site plans must clearly show the following:**
 - **Property lines. This must be an accurate depiction and match public record.**
 - **All abutting roads, waterways, golf courses and open spaces**
 - **Existing buildings**
 - **Existing and proposed fences and their materials**
- **Notice of Commencement (For contractor permits valued \$2500.00 and over)**
- **Agent Authorization form when applicable (For contractor permits)**
- **Copy of signed deed when ownership does not match public record**

In addition to the required information above:

Commercial project site plans must

- **Indicate distance from right-of-way and provide emergency response access (minimum required – 20ft clearance) if gates are to be installed.**
- **Indicate fire hydrant locations, if applicable**
- **Indicate parking area**

Residential project submittals to include

- **Complete appropriate lot diagram form**