

Email: ePermits@hollywoodfl.org

Phone: 954.921.3335

## Fence Checklist

### WHEN DO I NEED A PERMIT?

The installation, replacement or major repair of a fence, whether Commercial or Residential, requires a Building Permit be issued. If this is a Commercial property a Knox Box and Fire review is required.

Job address: \_\_\_\_\_

Is this property located in one of the below districts?      No      Yes - if yes, please select district below.

[RAC \(Regional Activity Center\)](#): Chain link is not permitted.

[TOC \(Transit Oriented Corridor\)](#): Chain link is not permitted in the front yard setback.

[Historic District](#): Chain link is not permitted and PVC is not permitted in the front yard setback.

### REQUIRED PERMIT APPLICATIONS & DOCUMENTS:

Submit a completed [Broward County Uniform Permit Application \(Building Checked\)](#) from a licensed structural contractor or if eligible an [owner/builder](#). Must meet owner-builder qualifications and submit the disclosure statement form.

If the fence encroaches into an easement, submit completed [Easement Agreements](#).

If fence material other than 6 foot chain link or wood is considered, a current [Notice of Acceptance](#) or a site specific detail signed, sealed and dated by a Design Professional is required for the product.

Submit a Survey (must be a clean copy with no mark ups) or a Site Plan showing the location, height and type of fence and gates. Residential maximum allowed height is 6' and 4' at front of property), linear footage, gates, and whether using chain link, wood material, a product approved material (vinyl, PVC), metal or aluminum. If this is a Commercial property, plans will need to show Knox Box and FIRE Review will be required.

If the submitted survey is more than 1 year old then an [survey affidavit](#) is required.

Submit [HOA/Condo Association approval letter](#), if applicable.

If trees exist adjacent to work area a completed [Tree Permit Application](#) with and Tree Protection Plan may be required.

If pool exists within limits of fence, provide details to comply with the [Residential Swimming Pool Safety Act](#).

Submit a recorded [NOC- notice of commencement](#) if the job value is greater than \$5,000. If pending the submittal of an NOC it will not hold a permit from issuance, but it will hold the first inspection from scheduling.

#### **Helpful hints:**

- Fence gates must not swing open onto ROW or neighboring property
- Sight visibility triangle, as applicable.
- Double frontage lots: The required front yard fence height shall be provided on each street frontage.

**I certify to the best of my knowledge that all applicable documents have been submitted.**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Date

Each project is unique, additional items may be required depending on the scope of work being performed. 1 | 1



# CITY OF HOLLYWOOD, FLORIDA

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## REQUIREMENTS FOR WOOD, CHAINLINK & OTHER TYPES OF FENCE CONSTRUCTION

**A. WOOD FENCES** UP TO 6' IN HEIGHT, ABOVE GRADE, SHALL BE CONSTRUCTED TO MEET THE MINIMUM REQUIREMENTS OF FLORIDA BUILDING CODE, SECTION 2328.

1. FENCE POSTS SHALL BE MINIMUM NOMINAL 4" X 4" SPACED A MAXIMUM OF 4' ON CENTER FOR 6FT. HIGH FENCES, EMBEDDED 2' INTO A CONCRETE FOOTING 10" IN DIAMETER AND 2' DEEP. POST LUMBER MUST BE NO.2 GRADE OR BETTER AND BE DECAY AND TERMITE RESISTANT.
2. FENCES NOT EXCEEDING 5 FEET IN HEIGHT INSTALLED AS ABOVE MAY HAVE POST SPACED 5 FEET ON CENTER; FENCES 4 FEET IN HEIGHT MAY HAVE POST SPACED AT 6 FEET ON CENTER.

NOTE: LOCALLY AVAILABLE PRE-MADE FENCE PANELS MUST COMPLY WITH THE POST SPACING NOTED ABOVE, UNLESS OTHERWISE VERIFIED THROUGH TESTING AND FORMAL PRODUCT APPROVAL. PLEASE CONTACT THE BUILDING DIVISION IF YOU HAVE QUESTIONS RELATED TO THE REQUIRED INSTALLATION METHOD.

3. THE FINISHED SIDE OF A WOOD FENCE MUST FACE TOWARD THE STREET AND NEIGHBORS PROPERTY. A WOOD FENCE LOCATED IN THE FRONT YARD MUST BE FINISHED ON BOTH SIDES. PLEASE CONTACT ZONING (921-3477) FOR THE ALLOWABLE HEIGHT AND LOCATION OF THE PROPOSED FENCE.
4. FENCES SHOULD NOT BE CONSTRUCTED ON A PROPERTY LINE IN ANY MANNER THAT WOULD ENCROACH INTO THE ADJACENT PROPERTY, EITHER ABOVE OR BELOW GROUND.
5. UTILITY EASEMENTS ARE ESTABLISHED TO ALLOW FOR THE INSTALLATION AND MAINTENANCE OF SERVICE LINES AND EQUIPMENT, WHICH THE CITY UTILIZES TO PROVIDE WATER, SEWER AND OTHER SERVICES TO THE COMMUNITY. WHILE THE CITY ALLOWS FOR THE CONSTRUCTION OF FENCING WITHIN A UTILITY EASEMENT, IT IS THE PROPERTY OWNER'S RESPONSIBILITY TO REPAIR OR REPLACE ANY FENCING REMOVED OR DAMAGED DURING UTILITIES INSTALLATION AND MAINTENANCE OPERATIONS CONDUCTED WITHIN THE EASEMENT.

NOTE: ANY METHOD OF CONSTRUCTION NOT SPECIFIED HEREIN MUST BE PERFORMED IN ACCORDANCE WITH PLANS PREPARED BY AN ARCHITECT OR ENGINEER OR AN AUTHORIZED PRODUCT APPROVAL NOTICE OF ACCEPTANCE.

\* SEE REVERSE SIDE FOR CHAIN LINK FENCE SPECIFICATIONS.

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**B. CHAIN LINK FENCES:**

**2224.1 CHAIN LINK FENCES** IN EXCESS OF 12FT. IN HEIGHT SHALL BE DESIGNED ACCORDING TO THE LOADS SPECIFIED IN CHAPTER 16 (HIGH VELOCITY HURRICANE ZONES).

**2224.2 CHAIN LINK FENCES** LESS THAN 12FT. IN HEIGHT SHALL BE DESIGNED ACCORDING TO THE LOADS SPECIFIED IN CHAPTER 16 (HIGH VELOCITY HURRICANE ZONES) OR MAY BE CONSTRUCTED TO MEET THE MINIMUM REQUIREMENTS SPECIFIED IN TABLE 2224 BELOW.

**TABLE 2224  
CHAIN LINK FENCE MINIMUM REQUIREMENTS**

FENCE HEIGHT	TERMINAL POST DIMENSIONS (o.d. x wall thickness)	LINE POST DIMENSIONS (o.d. x wall thickness)	TERMINAL POST CONCRETE FOUNDATION SIZE (Diameter x Depth)	LINE POST CONCRETE FOUNDATION SIZE (Diameter x Depth)
UP TO 4'	2-3/8" X .042"	1-5/8 X .047"	10" X 24"	8" X 24"
OVER 4' TO 5'	2-3/8" X .042"	1-7/8 X .055"	10" X 24"	8" X 24"
OVER 5' TO 6'	2-3/8" X .042"	1-7/8 X .065"	10" X 24"	8" X 24"
OVER 6' TO 8'	2-3/8" X .110"	2-3/8 X .095"	10" X 36"	10" X 36"
OVER 8' TO 10'	2-7/8" X .110"	2-3/8 X .130"	12" X 40"	10" X 40"
OVER 10' TO 12'	2-7/8" X .160"	2-7/8 X .120"	12" X 42"	12" X 42"

**NOTES:**

1. THIS TABLE IS ONLY APPLICABLE TO FENCES WITH UNRESTRICTED AIR FLOW.
2. FABRIC: 12-1/2 GAUGE MINIMUM.
3. TENSION BANDS: USE ONE LESS THAN THE HEIGHT OF THE FENCE IN FEET, EVENLY SPACED.
4. FABRIC TIES: MUST BE MINIMUM THE SAME GAUGE AS THE GAUGE OF THE FABRIC.
5. FABRIC TIE SPACING ON THE TOP RAIL: FIVE TIES BETWEEN POSTS, EVENLY SPACED.
6. FABRIC TIE SPACING ON LINE POSTS: ONE LESS THAN THE HEIGHT OF THE FENCE IN FEET, EVENLY SPACED. FOR EXAMPLE, A 5 FOOT HIGH LINE POST WILL HAVE 4 TIES.
7. EITHER TOP RAIL OR TOP TENSION WIRE SHALL BE USED.
8. BRACES MUST BE USED AT TERMINAL POSTS IF TOP TENSION WIRE USED INSTEAD OF TOP RAIL.
9. POST SPACING: 10FT. ON CENTER MAXIMUM AND SHALL EMBEDDED TO WITHIN 6" FROM BOTTOM OF THE FOUNDATION.
10. IN ORDER TO FOLLOW THE CONTOUR OF THE LAND, THE BOTTOM OF THE FENCE MAY CLEAR THE CONTOUR OF THE GROUND BY UP TO 5" WITHOUT INCREASING TABLE VALUES TO THE NEXT HIGHER LIMIT.
11. FENCES SHOULD NOT BE CONSTRUCTED ON A PROPERTY LINE IN ANY MANNER THAT WOULD ENCROACH ABOVE GROUND OR BELOW GROUND ON TO AN ADJOINING PROPERTY.
12. UTILITY EASEMENTS ARE ESTABLISHED TO ALLOW FOR THE INSTALLATION AND MAINTENANCE OF SERVICE LINES AND RELATED EQUIPMENT, WHICH THE CITY UTILIZES TO PROVIDE WATER, SEWER AND OTHER SERVICES TO THE COMMUNITY. WHILE THE CITY ALLOWS FOR THE CONSTRUCTION OF FENCING WITHIN A UTILITY EASEMENT, IT IS THE PROPERTY OWNER'S RESPONSIBILITY TO REPAIR OR REPLACE ANY FENCING REMOVED OR DAMAGED DURING UTILITIES INSTALLATION AND MAINTENANCE OPERATIONS CONDUCTED WITHIN THE EASEMENT.

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