



CITY OF WEST PARK
FENCE / WALL / GATE PERMIT CHECKLIST

Required Permit Applications:

- [Building Permit](#)
- [Electrical Permit](#) (if installed)

Permit Review Stops:

- Building
- Zoning
- Landscaping (if installed)
- Electrical (if installed)

Minimum Plan Submittal:

- Two (2) sets Site Plan showing the proposed structure and the setback dimensions to all property lines. This may be omitted if represented on the surveys submitted.
- Two (2) surveys signed and sealed originals or two (2) copies with a completed [Zoning Affidavit](#).
- Two (2) sets signed and sealed Plans by a Florida Licensed Architect/Engineer, if installing a PVC or metal fence. Wood and Chain link fences must be installed per the prescribed method of the Florida Building Code, 5th Edition, if not designed by an Architect/Engineer.
- A [Chain link Fence Table](#) must be filled out and submitted for chain link fences.
- All required product approvals, if required.
- [Florida Building Code Guidance for Wood Fences](#)

Other Requirements:

- For residential districts, fences/walls facing the street are required to be set back a minimum of 3 feet from the property line and planted with continuous hedges, shrubs, and groundcover in this area between property line and fence.
 - a. Hedges and shrubs may be 2 feet tall planted 2 feet apart.
 - b. Ground cover may be 6 inches tall planted 6 inches apart.
 - c. Clearly note and illustrate this planting on Site Plan.

***Please note that this checklist is not intended to be all-inclusive. Due to changes in codes, regulations, and ordinances, other requirements may apply.**