



City of Mascotte Fence Permit

Phone: (352) 557-8888

Permit Checklist

- Completed Application
- Property Records Card <https://lakecopropappr.com/>
- A brief description of the fence construction showing the height, material for each side of the fence including front yard and back yard if applicable
- A survey showing the height and location of the fence and all property corners, easements etc.
- Easement waiver signed by owner if fence is an easement
- Fence installation affidavit
- HOA approval letter or Letter of Understanding acknowledging that you did not receive HOA approval letter and wishes to proceed with the fence permit. (If applicable)
- During construction your permit must be posted place where it is easily visible from the road. Permit must accessible to the inspector and protected from the weather on the day of inspection.
- Please schedule your inspection on the portal or call for a final inspection as soon as the work is completed. Permit expire in 6 months

Fence application should be submitted electronically, on the city portal:

<https://portal.iworq.net/MASCOTTEFL/new-permit/600/5611>

Please note that our checklist are tools we provide to assist our customers in expediting the permitting process. If you have any trouble with location documents or complying with a checklist items, please let us know. Our staff is here to assist you and make the process of receiving your permit as simple as possible.

Note that all property corners must be marked at final inspection!



Fence Ordinance Summary

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1. To apply for a fence permit, you need to submit a site plan that clearly shows the fence's location, proposed material, and height. The plan should also include property lines, easements, right of ways, and any other features that may affect the allowable fence location. Ultimately, the property owner is responsible for ensuring the fence is correctly placed.
2. Allowable fence heights are as follows: 4 feet from the front property line to the front building line, 6 feet from the front building line to the rear property line, and 3 feet in the sight triangle created within 25 feet of intersecting roads. Please refer to the example plan for the location of a site triangle. For corner lots, which have front yards along both streets, fences are limited to 4 feet in height from the front building line to the front lot line on each street frontage. There are some exceptions to these rules, so consult the fence ordinance for more details.
3. In certain circumstances, construction sites may require the installation of fences. Please refer to the ordinance for specific details.
4. If your fence is installed in the front yard, you cannot fence in the first 16 feet of your driveway. This is to prevent vehicles from stopping on the right of way to open the fence.
5. Fences must be of good workmanship and strength, and they must be maintained in that condition.
6. Prohibited Materials: Chicken wire, hog fencing, barbed wire, and razor wire are not allowed for residential perimeter fences, except barbed wire is permitted on agricultural properties as defined by Florida Statutes § 823.14. Non-vinyl-coated chain link fencing is prohibited in residential areas unless replacing a fence that existed before May 7, 2019 (this exception ends December 31, 2049—after that, replacements must use other allowed materials).
7. Allowed Materials for Residential Front Yards (from front lot line to front building line): Decorative fences (ornamental iron, wrought iron, or PVC), picket fencing, old-style rail or wood single/double paddock fencing. Existing non-vinyl-coated chain link (pre-May 7, 2019) can be replaced with non-vinyl or black/green vinyl-coated chain link until December 31, 2049.
8. Allowed Materials for Residential Rear and Side Yards (behind front building line): All front yard options, plus privacy fencing (board-on-board, shadow box, straight picket, stockade), manufactured PVC fencing, and black or green vinyl-coated chain link (if not facing a public right-of-way or park).
9. Allowed Materials for Commercial Properties: Same as residential rear/side yard options, plus black or green vinyl-coated chain link, but not if adjacent to a residential zoning district, a public right-of-way next to a residential district, or a public park.



PERMIT APPLICATION

Date Received: _____

Permit # _____

PROJECT INFORMATION		PURPOSE OF APPLICATION		
Job Site Address:		<input type="checkbox"/> Residential	<input type="checkbox"/> New Construction	Living
City, State & Zip:		<input type="checkbox"/> Multi-family	<input type="checkbox"/> Addition	Garage
Alternate Key #		<input type="checkbox"/> Commercial	<input type="checkbox"/> Alteration/repair	Porch(s)
Subdivision Lot		<input type="checkbox"/> Industrial	<input type="checkbox"/> Demolition	Other
<input type="checkbox"/> Sewer <input type="checkbox"/> Septic			<input type="checkbox"/> Other	Total
SCOPE OF WORK				
Job Description:				
Job Value \$		RE-ROOFS ONLY ROOFING MATERIAL:		
Existing Site Development/ Current use of building:		Proposed use of building:		
OWNER'S INFORMATION		FEE SIMPLE TITLEHOLDER (if different than owner)		
Name:		Name:		
Mailing Address:		Mailing Address:		
City, State & Zip:		City, State & Zip:		
Phone #: Email:		Phone #: Email:		
CONTRACTOR INFORMATION				
Company Name:		License #		
Qualifier Name:		Phone #		
Mailing Address:		Email:		
City, State & Zip:				
SUBCONTRACTORS				
Electrician:	License #	Email:		
Mechanical:	License #	Email:		
Plumbing:	License #	Email:		
Gas:	License #	Email:		
Roofer:	License #	Email:		
Irrigation:	License #	Email:		
Fire:	License #	Email:		
INSPECTION CONTACT				
Super 1:	Email:	Phone #		
Super 2:	Email:	Phone #		
Super 3:	Email:	Phone #		
BONDING COMPANY		ARCHITECT/ENGINEER		MORTGAGE LENDER
Name:		Name:		Name:
Address:		Address:		Address:

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION.

IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.

OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

I DO HEREBY SWEAR THAT THE INFORMATION CONTAINED HEREIN AND THE ATTACHMENTS HERTO ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND THAT NO WORK OR INSTALLATION HAS COMMENCED PRIOR TO THE ISSUANCE OF A PERMIT.

CONTRACTOR OR OWNER/BUILDER SIGNATURE

STATE OF FLORIDA
COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of this _____ day of _____, 20____,
by _____.

Personally Known:
Or Produced Identification:
Type of Identification Produced: _____

Notary Signature



City of Mascotte

100 East Myers Blvd. * Mascotte, Florida 34753 * Phone (352) 429-3341 * Fax (352) 429-3345

Permit Application Notification

If you have a Homeowners Association it is recommended you apply to your Homeowners Association Architectural Review Board for approval of your permit request to ensure it does not violate your association rules and regulations. The city cannot deny a permit if it meets city legal requirements but you could face penalties and fines from your HOA if you go forward without the ARB approval.

The ARB representative can sign this form approving your project. Issuance of a city permit without the approval of your HOA does not give a property owner legal standing to circumvent your Homeowners Covenants and Restrictions.

City of Mascotte
Annamarie Reno
City Manager

HOA ARB
Approval: _____

Date: _____

Attached ARB Approval Form:

Yes: ____

No: ____



City of Mascotte

100 East Myers Blvd. * Mascotte, Florida 34753 * Phone (352) 429-3341 * Fax (352) 429-3345

NOTICE OF UNDERSTANDING

If you have a Homeowners Association, The City of Mascotte highly recommends that you apply to your Homeowners Association Architectural Review Board for approval of your permit request to ensure it does not violate your association rules and regulations. The city cannot deny a permit if it meets city legal requirements, but you could face penalties and fines from your HOA if you go forward without the ARB (Architectural Review Board) approval.

By signing below, you are acknowledging that you did not receive HOA approval for the requested permit and that you understand the issuance of this permit without HOA approval does not give a property owner legal standing to circumvent your Homeowners Covenants and Restrictions.

Printed Name of Homeowner: _____

Signature of Homeowner: _____

Date: _____



BUILDING DEPARTMENT

100 E MYERS BLVD
MASCOTTE, FLORIDA 34753
Phone: (352) 429-3341
Fax: (352) 429-3345

Easement Waiver

As the property owner located at _____ in Mascotte, FL, I understand that I am constructing a fence or other improvement in an easement. I further understand that a time may come when it is necessary for the removal of this fence or other obstructions for the functionality of said easement. I also understand that I may be ordered to remove this fence at my own expense, or it may be removed without my consent at a later date if the need arises. I also will not hold the City of Mascotte, or it's employees and or agents responsible in the issuance of this permit for said fence or improvement.

Owner Printed Name

_____ Date

Owner Signature

Owner Printed Name

_____ Date

Owner Signature

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ who is personally known to me or has produced _____ as identification and who did _____ or did not _____ take an oath.

Notary Public

(Seal)



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FENCE INSTALLATION AFFIDAVIT

I _____, As aduly appointed officer of _____.

I do hereby attest to the fact that the fence located at _____ Mascotte, FL has been installed in accordance with the approved site plan and the LDR'S of Mascotte. Most importantly, the fence is not installed over the property lines. I also further declare that should it be discovered at a later date that the fence is not installed as stated above, that _____ will relocate the fence at our expense.

I also attest to the fact that should we fail to relocate the fence within 7 days of the request from the City. That we will pay any costs, including legal fees the City of Mascotte or current property owner incurs in having the fence relocated.

State of Florida, County of _____, Sworn to (or affirmed) and subscribed before me by means of _____ physical presence or _____ online notarization, this _____ day of _____, 20____, by _____ Personally known _____ or produced identification type of _____.

Notary Print Name

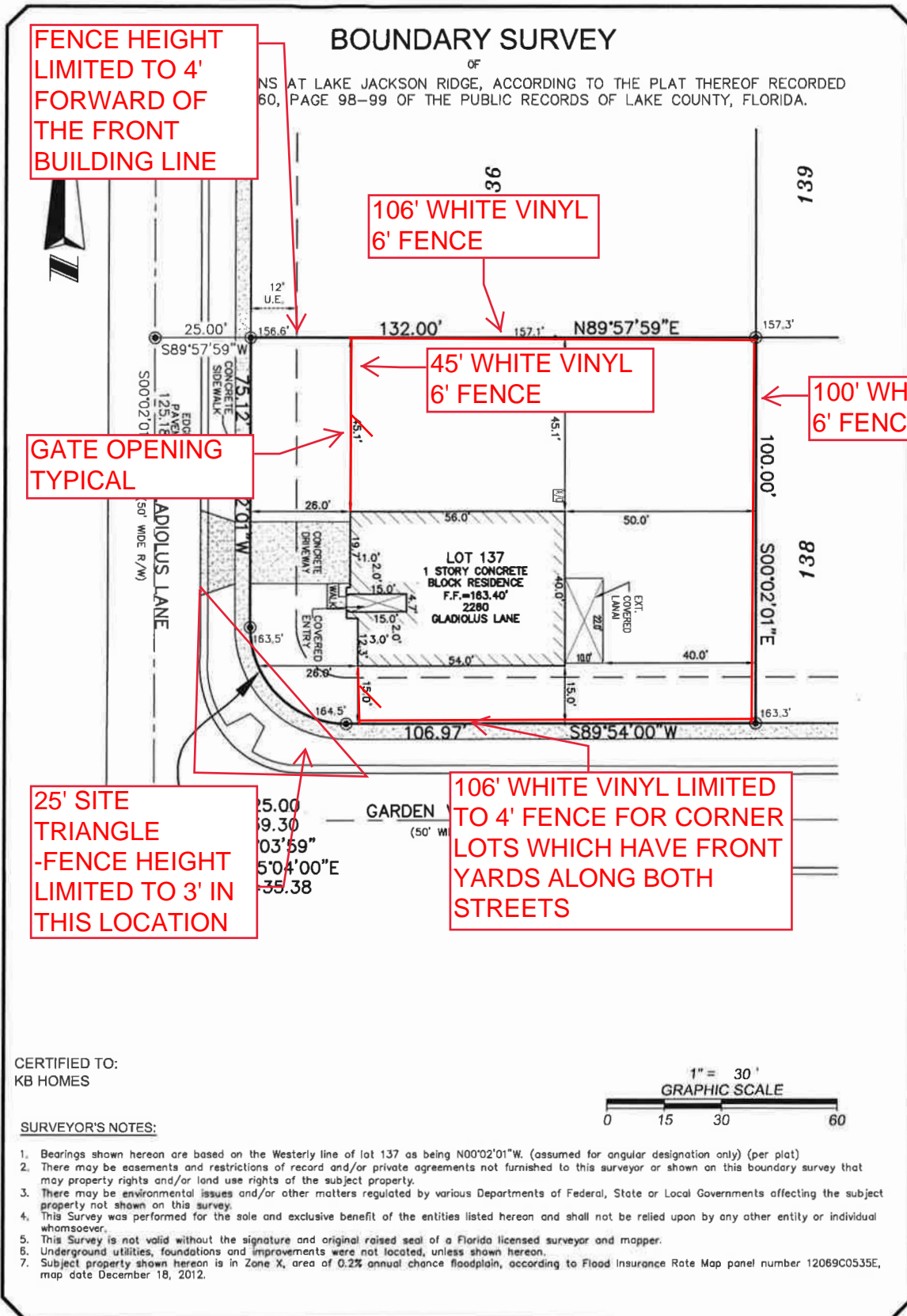
(SEAL)

Notary Signature

ALLOWABLE FENCE TYPES

		
Board on Board	Old Type Rail	Paddock
		
Shadow Box	Picket	PVC
		
Stockade	Ornamental Iron	Vinyl Coated Chain Link

SAMPLE SITE PLAN



ALLEN COMPANY
Professional Surveyors & Mappers

16 EAST PLANT STREET
Winter Garden, Florida 34787 • (407) 654-5355

LEGEND	
R/W = Right of Way	□ = Found 4"x 4" Concrete Monument numbered as shown
(M) = measured	⊙ = Found Iron Rod
REC. = recovered	LB = Licensed Business
⊙ = Set 1/2" Iron Rod w/cap #LB6723	FND. = found
■ = Set 4"x 4" Concrete Monument w/disc #LB6723	PSM = Professional Surveyor & Mapper
	LS = Licensed Surveyor

JOB NO. 20180301	CALCULATED BY: JLR
DATE: 7/24/2019	DRAWN BY: PF
SCALE: 1" = 30'	CHECKED BY: ML
FIELD BY: N/A	REVISED: MW-11/21/19

James L. Rickman
Digitally signed by James L. Rickman
DN: c=US, o=Allen and Company Inc, ou=A01410C0000, ou=016B1EF5E98E000, email=j.l.rickman@allenandcompany.com

Date: 2019.11.25
13:53:05-0500