



Fence and Gate Permit Applicant Checklist

The following is a checklist of required items, forms, and standard details for **fences and gates**.

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

[Please follow the City of Miami's Standard Naming Convention for documents and drawings.](#)

Permit Review Disciplines:

- Building
- Public Works
- Zoning

Documents Required for Upload:

- Building permit application - [PAP](#)
- Survey (less than 1 year old)
- Site plan
- Choose from the following detailed options for your submittal:
 - Standard Masonry Fence Details
 - Standard Metal Fence Details
 - Standard Wood Fence Details
 - Standard Chain Link Fence Details

Information needed for driveway:

- Both survey and site plan need to show information (which must match between survey and site plan):
- Legal description
- Boundary dimensions
- Base Building Line (BBL) *Provided by Public Works
- All right of way conditions (e.g. trees, poles, guy wires, hydrants, curb, gutter, sidewalk, meter boxes, fences)

In addition, site plan must show:

- Proposed fence location and configuration
- Distance from property line

Note:

- A copy of a boundary survey marked up with proposed fence may be acceptable as a site plan. If so, it must be submitted in addition to a survey without markups.
- Height of the Fence (residential): If you plan to build your fence higher than six feet, the plans will go under structural review, which is a slower process than using the standard fence details.
- If trees are involved, you will need a tree removal permit.

Required Inspections:

- Inspection Division – Building
 - Setback
 - Foundation
 - Tie Beam/Beam Reinforcement (Masonry Fence only)
 - Column Reinforcement (Masonry Fence only)
 - Steel/Wood Framing (Wood Fence only)
 - Final
- Inspection Division – Public Works
 - Final
- Inspection Division – Zoning/CE
 - Final

Note:

Cover sheet with disclosure Statement and scope of the work.

“This permit for windows and doors, is limited solely to authorizing that work. This permit does not legalize any portion of the structure to which the home is attached that may be depicted in the permit and is limited only to authorizing the proposed scope of work in the permit. Further, this permit may not be used as record evidence that any portion of the structure to which the windows and doors are attached was lawfully permitted notwithstanding this permit’s inclusion in the City’s records. No portion of the structure to which the windows and doors are attached is legalized by this permit.”