

MAYOR
Richard J. Kaplan, Esq.

VICE MAYOR
Howard Berger

COMMISSIONERS
M. Margaret Bates
Hayward J. Benson, Jr., Ed.D.
Ken Thurston

CITY OF LAUDERHILL



CITY MANAGER
Charles Faranda, CM
Desorae Giles-Smith, DCM
Kennie Hobbs, Jr., ACM

CITY ATTORNEY
Earl Hall, Esq.

CITY CLERK
Andrea M. Anderson

FINANCE
Building Division

FENCE PERMIT APPLICATION AND INSTRUCTIONS FOR RESIDENTIAL SINGLE-FAMILY HOMES

1. COMPLETE THE CITY OF LAUDERHILL BUILDING PERMIT APPLICATION. THIS APPLICATION MUST BE SIGNED BY THE OWNER AND THE CONTRACTOR. BOTH SIGNATURES MUST BE NOTARIZED. SUBMIT ORIGINAL.
2. SUBMIT 2 COPIES OF THE SURVEY. MARK ON THE SURVEY WHERE THE FENCE AND ANY GATE(S) WILL BE PLACED.
3. SUBMIT 2 COPIES OF NOA/PRODUCT APPROVAL FOR CHAIN LINK AND PVC FENCE.
4. CIRCLE, ON ATTACHED FENCE DETAIL SHEETS, THE TYPE OF FENCE YOU WILL BE INSTALLING. INDICATE THE DIMENSIONS – HEIGHT, WIDTH AND LENGTH. WOOD AND CHAIN LINK REQUIREMENTS ARE LISTED IN THE PACKET. SUBMIT 2 COPIES.
5. ATTACH A COPY OF THE CONTRACT. SUBMIT 1 COPY.
6. SUBMIT ENCROACHMENT AGREEMENT.
7. IF THE JOB VALUE IS MORE THAN \$2,500.00, YOU MUST ALSO SUBMIT A CERTIFIED COPY OF THE NOTICE OF COMMENCEMENT FILED WITH BROWARD COUNTY. INSTRUCTIONS FOR FILING THIS FORM ARE ATTACHED.

ALL CONTRACTORS MUST BE REGISTERED WITH THE CITY OF LAUDERHILL. LICENSES, CERTIFICATIONS, LIABILITY INSURANCE AND WORKERS COMP INSURANCE MUST BE CURRENT.

**APPLICATIONS MAY BE SUBMITTED AT:
THE CITY OF LAUDERHILL BUSINESS CENTER LOCATED AT
5581 WEST OAKLAND PARK BOULEVARD, LAUDERHILL, FLORIDA.
THE BUSINESS CENTER IS OPEN MONDAY – THURSDAY 7:30 A.M. – 6:00 P.M**

ALL PERMIT FEES ARE TO BE PAID AT TIME OF SUBMISSION.

BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION

Select One Trade: Building Electrical Plumbing Mechanical Other _____

Application Number: _____

Application Date: _____

1	Job Address: _____		Unit: _____	City: _____	
	Tax Folio No.: _____	Flood Zn: _____	BFE: _____	Floor Area: _____	Job Value: _____
	Building Use: _____		Construction Type: _____		Occupancy Group: _____
	Present Use: _____		Proposed Used: _____		
	Description of Work: _____				
	<input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Repair <input type="checkbox"/> Alteration <input type="checkbox"/> Demolition <input type="checkbox"/> Revision <input type="checkbox"/> Other: _____				
Legal Description: _____ <input type="checkbox"/> Attachment					

2	Property Owner: _____		Phone: _____	Email: _____	
	Owner's Address: _____		City: _____	State: _____	Zip: _____

3	Contracting Co.: _____		Phone: _____	Email: _____	
	Company Address: _____		City: _____	State: _____	Zip: _____
	Qualifier's Name: _____		Owner-Builder: <input type="checkbox"/>	License Number: _____	

4	Architect/Engineer's Name: _____		Phone: _____	Email: _____	
	Architect/Engineer's Address: _____		City: _____	State: _____	Zip: _____
	Bonding Company: _____				
	Bonding Company Address: _____		City: _____	State: _____	Zip: _____
	Fee Simple Titleholder's name (if other than owner): _____				
	Fee Simple Titleholder's Address (If other than owner): _____		City: _____	State: _____	Zip: _____
	Mortgage Lender's Name: _____				
	Mortgage Lender's Address: _____		City: _____	State: _____	Zip: _____

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.

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.

X _____
Signature of Property Owner or Agent

X _____
Signature of Qualifier

STATE OF FLORIDA
COUNTY OF BROWARD

STATE OF FLORIDA
COUNTY OF BROWARD

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

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

(Type / Print Property Owner or Agent Name)

(Type / Print Qualifier's Name)

NOTARY'S SIGNATURE as to Owner or Agent's Signature

NOTARY'S SIGNATURE as to Qualifier's Signature

Notary Name _____
(Print, Type or Stamp Notary's Name)

Notary Name _____
(Print, Type or Stamp Notary's Name)

Personally Known _____ or Produced Identification _____

Personally Known _____ or Produced Identification _____

Type of Identification Produced _____

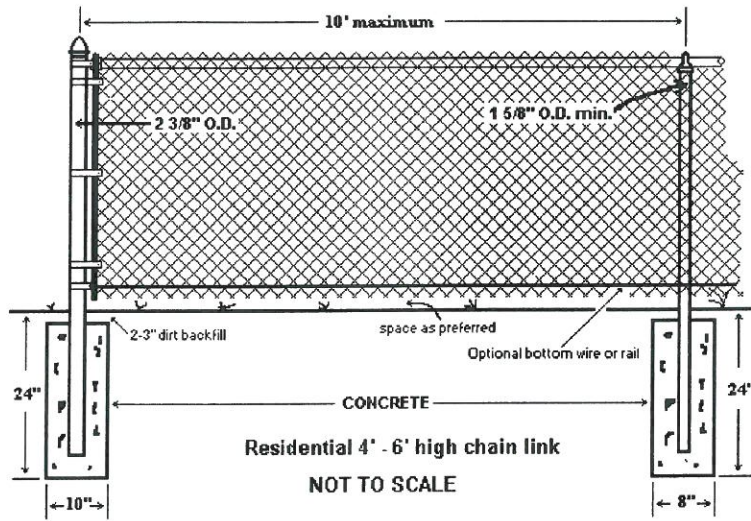
Type of Identification Produced _____

APPROVED BY: _____ Permit Officer Issue Date: _____ Code in Effect: _____

A jurisdiction may use a supplemental page requesting additional information and citing other conditions, please inquire.
Note: If any development work as described in FS 380.04 Sec. 2 a-g is to be performed, a development permit must be obtained prior to the issuance of a building permit.



City of Lauderhill Chain Link Fence Detail



- (a) Chain link fences in excess of 12 feet in height shall be designated according to the loads as specified in FBC Section 2224
- (b) Chain link fences less than 12 feet in height shall be designated according to the loads as specified in FBC Section 2224 or may be constructed to meet the minimum requirements specified in Table 28-A.

**Table 28-A
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"	1-5/8" 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'	2-3/8" 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:

- This Table is only applicable to fences with unrestricted air flow.
- Fabric – 12 ½ Gauge minimum.
- Tension Bands – Use one less than the height of the fence in feet, evenly spaced.
- Fabric Ties – Must be the same gauge as the gauge of the fabric, minimum.
- Fabric Tie Spacing on the Top Rail – Five ties between posts, evenly spaced.
- Fabric Tie Spacing on Line Posts – One less than the height of the fence in feet, evenly spaced.
- Either Top Rail or Top Tension Wire shall be used.
- Braces must be used at Terminal Posts if top tension wire is used instead of Top Rail.
- Post Spacing – 10' o.c. Maximum.
- Posts shall embed to within 6" of bottom of the foundation.
- In order to follow the contour of the land, the bottom of the fence may clear the contour of the ground by up to 6" without increasing Table values to the next higher limit.



City of Lauderhill Wood Fence Detail

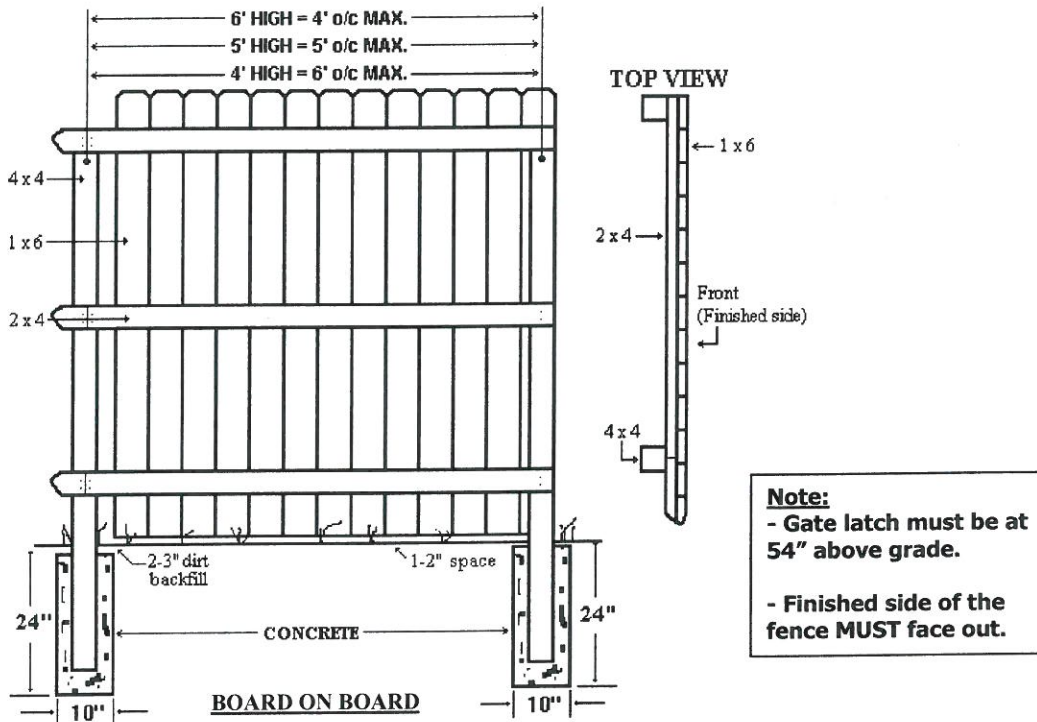
FINAL INSPECTION: To be made after installation and completion of all elements of construction.

The following items will be checked at final inspection:

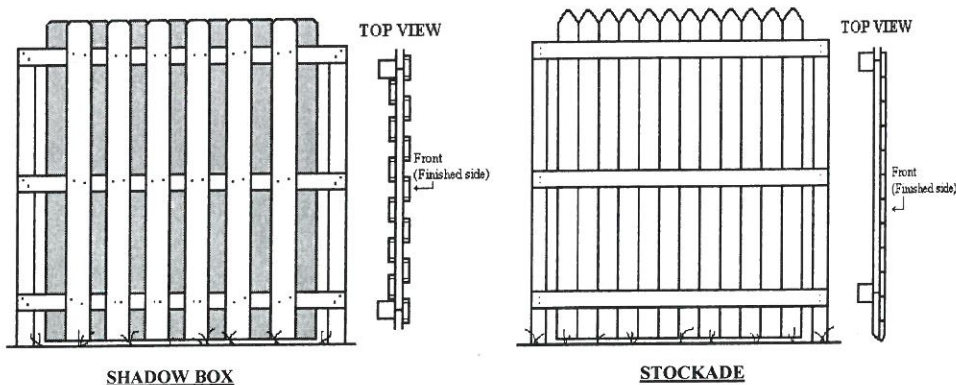
1. Wood fences shall be constructed of decay and termite-resistant material as specified in FBC Section 2328.
2. Wood fences shall be designed according to the loads as specified in FBC Section 2328.
3. **EXCEPTION:** Unless designed by rational analysis, wood fences not exceeding 6' in height may be constructed to meet the following minimum requirements:
 - a. Vertical post of P.T. 4"x 4" spaced.
 - b. Post shall be embedded 2'0" into a concrete footing 10" in diameter.
 - c. Horizontal framing shall consist of a minimum of 3 horizontal rails of 2" x 4" P.T. material and shall be fastened with 2 16D nails at each post.
 - d. All lumber shall be a minimum of #2 grade or better.
 - e. All fasteners shall be corrosion resistant.

WARNING: Pre-manufactured sections may not comply with this code.
Product Approval may be required.

Below is the detail for post spacing on wood fences:



Other samples (designs may vary):





**City of Lauderhill
Encroachment Agreement & Hold Harmless**

The CITY shall not be responsible for any damage to improvements now or hereafter existing on the Project which lies within the CITY's right-of-way or property; including but not limited to: fencing, sidewalks, pavement, shrubbery, landscaping signage or irrigation equipment and machinery which may result from the CITY's access to, or repair, or maintenance of any lines or facilities including any necessary excavation within the area of such lines or facilities in order to repair or maintain same. The CITY'S only obligation after repairing or maintaining the lines or facilities will be to adequately fill and compact any such excavation and return the ground to pre-development natural grade.

APPLICANT hereby holds harmless, releases, and waives any and all rights it may now, or hereafter, have against the CITY and relinquishes any right to require the CITY to repair, replace, restore or improve the affected area beyond that described herein. Furthermore, APPLICANT agrees not to install any permanent improvements, except asphalt, fencing, concrete curbing, irrigation lines or sidewalks within a 5 feet strip on either side of the CITY lines or facilities. APPLICANT is solely responsible for any improvement(s) installed within the CITY's right-of-way/property and chooses to install same at his/her own risk.

IN WITNESS WHEREOF, APPLICANT has hereunto set his hand and sealed on the day and year first above written.

Signed, Sealed and Delivered in the presence of: APPLICANT

_____ **Print Name**

_____ **Print Name**

State of Florida)
) SS:
County of Broward)

The Foregoing instrument was acknowledged before me this _____ day of _____,
20____,

By _____ for _____.

NOTARY PUBLIC, STATE OF FLORIDA

My Commission Expires _____/_____/_____

Identification Produced/Type _____

**INSTRUCTIONS FOR COMPLETION AND RECORDING
OF NOTICE OF COMMENCEMENT**

1. Complete the Notice of Commencement Form.
 - All information must be typewritten or legibly printed.
 - Lines 1, 2 and 3 must always be filled in. Items 4 through 9 are completed as applicable. For lengthy legal descriptions, attach a separate page and indicate on the form that the legal description is attached.
 - If line 5 applies, a copy of the Payment Bond must be attached to the instrument when it is recorded.
 - Be sure to read the Warning to Owner. The owner (of the property) must sign in two places on the Notice of Commencement, or the Owner's Authorized Officer/Director/Partner/Manager.
 - The owner or the person who signed must also sign under the Verification Pursuant to Section 92.525 of the Florida Statutes, indicating that they have read the foregoing instrument and declare that the facts stated in it are true. At the bottom of the form please type or print the name and address of the party to whom the recorded Notice is to be returned.
2. The owner or person who signed must appear with the completed form before a Notary Public, who must complete the acknowledgment portion of the form and affix his or her seal. You can get the form notarized at the offices of the Broward County Records, Taxes and Treasury Division. The owner must appear in person, and present official photo ID, such as a current driver's license or other current government-issued photo identification, to the Notary. The fee is \$10 per acknowledgement.
3. To calculate recording fees due, count the total number of pages in the document. The fee is \$10 for the first page and \$8.50 for each additional page of the same document. If you require a certified copy to post on the job site, include an additional \$1 for each page of the document and \$2 for certification of each document. If you are unsure of the fees and wish to record your document in person, wait until you get to the recording office to complete your check. If you need the certified copy right away, you should go in person to the recording office. If you mail in your Notice of Commencement, please include a self-addressed, stamped envelope for the return of your recorded documents.
4. Make checks payable to "Board of County Commissioners."
5. Electronically record the documents within minutes at:

Governmental Center West
1 N. University Drive
Plantation, FL 33324

Notice of Commencement Services are available Monday through Friday from 8AM to 1PM and 2 to 4PM.

Or mail to:

Broward County Records, Taxes and Treasury Division
ATTN: Recording Section
P.O. Box 14668
Fort Lauderdale, FL 33302

Or deliver in person to either our Fort Lauderdale or Plantation location:

6. Broward County Records, Taxes and Treasury Division
Broward County Governmental Center Room 114
115 S. Andrews Ave.
Fort Lauderdale, FL 33301
Open Monday through Friday, 7:30 a.m. to 5:00 p.m.

AFTER RECORDING – RETURN TO: City of Lauderhill
Building Department
5581 W. Oakland Park Blvd.
Lauderhill, FL 33313

PERMIT NUMBER:

NOTICE OF COMMENCEMENT

The undersigned hereby given notice that improvement will be made to certain real property, and in accordance with Chapter 713, Florida Statutes the following information is provided in the Notice of Commencement.

1. **DESCRIPTION OF PROPERTY** (Legal description & street address, if available) **TAX FOLIO NO.:** _____

SUBDIVISION _____ **BLOCK** _____ **TRACT** _____ **LOT** _____ **BLDG** _____ **UNIT** _____

2. **GENERAL DESCRIPTION OF IMPROVEMENT:**

3. **OWNER INFORMATION:** a. Name _____

b. Address _____ c. Interest in property _____

d. Name and address of fee simple titleholder (if other than Owner) _____

4. **CONTRACTOR'S NAME, ADDRESS AND PHONE NUMBER:**

5. **SURETY'S NAME, ADDRESS AND PHONE NUMBER AND BOND AMOUNT:**

6. **LENDER'S NAME, ADDRESS AND PHONE NUMBER:**

7. Persons within the State of Florida designated by Owner upon whom notices or other documents may be served as provided by Section 713.13 (1) (a) 7., Florida Statutes:

NAME, ADDRESS AND PHONE NUMBER:

8. In addition to himself or herself, Owner designates the following to receive a copy of the Lienor's Notice as provided in Section 713.13 (1) (b), Florida Statutes:

NAME, ADDRESS AND PHONE NUMBER:

9. Expiration date of notice of commencement (the expiration date is 1 year from the date of recording unless a different date is specified): _____, 20____

WARNING TO OWNER: ANY PAYMENTS MADE BY THE OWNER AFTER THE EXPIRATION OF THE NOTICE OF COMMENCEMENT ARE CONSIDERED IMPROPER PAYMENTS UNDER CHAPTER 713, PART I, SECTION 713.13, FLORIDA STATUTES, AND CAN 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.

**Signature of Owner or
Owner's Authorized Officer/Director/Partner/Manager**

Print Name and Provide Signatory's Title/Office

State of Florida
County of Broward

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____

By _____, as _____
(name of person) (type of authority, ...e.g. officer, trustee, attorney in fact)

For _____
(name of party on behalf of whom instrument was executed)

_____ Personally known or _____ produced the following type of identification: _____

Notary

(Signature of Notary Public)

Under Penalties of perjury, I declare that I have read the foregoing and that the facts in it are true to the best of my knowledge and belief (Section 92.525, Florida Statutes).

Signature(s) of Owner(s) or Owner(s)' Authorized Officer/ Director / Partner/Manager who signed above:

By _____ By _____

OWNER/BUILDER AFFIDAVIT

STATE OF FLORIDA
COUNTY OF BROWARD

BEFORE ME THIS DAY PERSONALLY APPEARED _____ who being duly sworn, deposes and says as follows: "I HAVE READ AND FULLY UNDERSTAND THE PROVISIONS OF THIS INSTRUMENT."

STATE LAW REQUIRES construction to be done by licensed contractors. You have applied for a permit under an exemption to that law. The exemption allows you, as the owner of your property, to act as your own contractor with certain restrictions, even though you do not have a license. You must provide direct, on site supervision of the construction yourself. You may build or improve a one-family or two-family residence or farm outbuilding. You may build or improve a commercial building provided your costs do not exceed \$75,000.

The building or residence must be for your own use and occupancy. It may not be built or substantially improved for sale or lease. If you sell or lease a building you have built, or substantially improved yourself within 1 year after the construction is complete, the law will presume that you built it for sale or lease, which is a violation of this exemption. You may not hire an unlicensed person to act as your contractor, or to supervise people working on your building. It is your responsibility to make sure that people employed by you have licenses required by state law and by county or municipal licensing ordinances. You may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. Any person working on your building who is not licensed must work under your direct supervision and must be employed by you which means that you must deduct FICA and withholding tax, and provide workers' compensation for that employee, all as prescribed by law. Your construction must comply with all applicable laws, ordinances, building codes and zoning regulations. (Chapter 489 FS)

1. The Owner alone shall act as the Primary Contractor for all phases of the construction.
2. The Owner shall comply with all provisions of the Florida Building Code.
3. Only properly licensed contractors shall perform work, including any phases of the construction that are sub-contracted.
4. In the event that the Building Official shall require corrections to be made, the Owner shall assume full responsibility to ensure that they are made and, upon completion, shall call for re-inspection before proceeding with the construction.
5. The Owner shall assume full responsibility for the construction and will not expect supervision of his work from the City of Lauderhill Building Department.
6. The Owner shall comply with all municipal, state and federal laws, with regard to social security, workman's compensation, safety codes, etc., where applicable.

THE UNDERSIGNED FURTHER AGREES THAT if the owner should be unable to comply with the above requirements, the Owner shall hire licensed contractors to take over and complete the job in strict compliance with the Florida Building Codes.

Sworn to and Subscribed before me this _____ day of _____, 20____.

Notary Public

Owner's Signature

Job Address

MAYOR
Richard J. Kaplan, Esq.

VICE MAYOR
Howard Berger

COMMISSIONERS
M. Margaret Bates
Hayward J. Benson, Jr., Ed.D.
Ken Thurston

CITY OF LAUDERHILL



CITY MANAGER
Charles Faranda, CM
Desorae Giles-Smith, DCM
Kennie Hobbs, Jr., ACM

CITY ATTORNEY
Earl Hall, Esq.

CITY CLERK
Andrea M. Anderson

FINANCE
Building Division

Re: Building Permits

To Whom It May Concern:

Please be advised that you are responsible to know and follow any deed restrictions or covenants that are imposed by Homeowner Associations, Condominium Associations or any other person or legal entity. If your property is deed restricted, it is your responsibility to know and follow the rules or restrictions.

You proceed at your own risk if you perform construction or other improvements on your property that violate deed restrictions and covenants. By issuing a building permit, the City of Lauderhill does not assume any liability to you or your association.

A handwritten signature in blue ink that reads 'Ryouse'.

Randy Youse
Chief Building Official
City of Lauderhill