



City of North Miami Beach, Florida

BUILDING DEPARTMENT

FENCE CHECKLIST

Walk thru - Monday to Friday must sign in between 8 A.M. and 9 A.M.

Required

_____ Permit Application (Signed and notarized)

_____ Two (2) original signed/sealed survey. Survey shall not be older than two (2) years. Surveys must show all easements and encumbrances. Location of fence with all dimensions, setbacks, size and location of gates indicated

_____ Contractors - A Copy of all trade licenses (Competency & Business Tax Receipt) original insurance certificates for Workman's Comp and General Liability.

OR

Owner- Builder – Owner-Builder Affidavit and copy of Driver's License (owner must be present for walk-thru on owner builder permit.

_____ Signed contract indicating cost of project. (Signed by both parties – cost to include material and labor)

_____ Upfront fee required at time of application.

*Condominium Approval form required where applicable.