



**City of North Port**  
**Development Services Department**  
**4970 City Hall Boulevard**  
**North Port, FL 34286**

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**SUBMITTAL CHECKLIST FOR A FENCE OR PREFAB SHED 120 SQ FT OR LESS PERMIT**

**\*\*\*PLEASE SUBMIT IN THE FOLLOWING ORDER\*\*\***

**FENCE**

1. \_\_\_ Permit application with accurate Parcel ID number, Lot, Block & Addition
2. \_\_\_ **4** copies of survey showing existing structures w/ proposed fence highlighted
3. \_\_\_ **Height & type** of fence should be included on application under work description
4. \_\_\_ Notice of Commencement if the job value is >\$5,000 (recorded in Sarasota County)

**SHED (PREMANUFACTURED 120 SQ FT OR LESS)**

1. \_\_\_ Permit application with accurate Parcel ID number, Lot, Block & Addition
2. \_\_\_ Affidavit for Acceptance of Shed – Zoning Requirements signed and notarized
3. \_\_\_ Notice of Commencement if the job value is >\$5,000 (recorded in Sarasota County)
4. \_\_\_ Site Plan showing location on property with setbacks
5. \_\_\_ Drawings/ Including Tie-Down Information