

**CITY OF PORT WENTWORTH**

**912-999-2084**

**Fence Permit Checklist & Information Sheet**

The following items are required to apply for a fence permit:

- ❖ Fence Permit Application **COMPLETED** and **SIGNED**
- ❖ A Copy of the **Recorded Plat** showing where the fence is to be located on the property and the dimensions of each side of the fence (Plats can be purchased from the Chatham Co Courthouse )  
**\*\*FENCES SHALL NOT BE ERECTED WITHIN ANY PUBLIC RIGHT OF WAY OR EASEMENTS\*\***
- ❖ Letter of Authorization from Homeowner's Association
- ❖ Letter of Authorization from any property owner where the fence may be connected
- ❖ Copy of Fence Contractor's current GA Occupational Tax Certificate (Business License)
- ❖ Fees: \$175.00

***Please note per PORT WENTWORTH ZONING ORDINANCE, GENERAL PROVISIONS ARTICLE 6.20, SEC C.***

- ❖ Residential Privacy fences:
  - Side & Rear Yards: Shall not exceed six (6) feet in height
  - Front Yard: Shall not exceed four (4) feet in height
  - Secondary Front Yard on a Corner lot: Shall not exceed three (3) feet in height
- ❖ Non-sight obscuring Security fences:
  - Commercial (excludes C-1) or Industrial: Shall not exceed twelve (12) feet in height
- ❖ Permit must be posted in an accessible place before requesting inspection
- ❖ Two Inspections will be required
  - Footing (post holes only; minimum 2ft deep; nothing in the holes)
  - Fence Final (after complete construction)
- ❖ You DO NOT need to be present for inspection to be made

**\*\*\*IF ANY OF THE ABOVE INFORMATION IS MISSING OR INCOMPLETE THE APPLICATION WILL NOT BE PROCESSED. \*\*\***

**\*\*\*ALL INSPECTION REQUESTS MUST BE MADE ON-LINE AT [WWW.CITYOFPORTWENTWORTH.COM](http://WWW.CITYOFPORTWENTWORTH.COM) BY 3:00 P.M. ON THE BUSINESS DAY PRECEDING THE REQUESTED DATE\*\*\*\***

City of Port Wentworth

7306 Highway 21 Suite 301 ▪ Port Wentworth, Georgia 31407 ▪ (912) 999-2084

**Fence Permit Application**

Fence Permit Fee: \$175.00

Date: \_\_\_\_\_

Owner of Property: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Address of Property to be Built on: \_\_\_\_\_

Property Owner Phone #: \_\_\_\_\_

Type of Fence: \_\_\_\_\_

Height of Fence: \_\_\_\_\_

Estimated Cost of Construction: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Contractor Phone #: \_\_\_\_\_

*A Site Plan must accompany this application. This form must be filled out completely before consideration of application. This permit becomes null and void if work or construction authorized is not commenced within a one (1) year period.*

*In consideration of the granting of the above requested permit, I do hereby agree that I will in all respects construct the work in accordance with the above statement and the Plans and Specifications herewith submitted, and filed with the City of Port Wentworth, and in compliance with all the state and local laws and ordinances.*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Applicant Name

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State & Zip Code

\_\_\_\_\_  
Email

Permit Number: \_\_\_\_\_

Date Paid: \_\_\_\_\_

\_\_\_\_\_  
Building Official Approval

\_\_\_\_\_  
Date

**FOR OFFICIAL USE ONLY**