



**Chatham County Department of Building  
Safety & Regulatory Services**

P.O. Box 8161, Savannah, GA 31412-8161  
912-201-4300 - Fax 912-201-4301



**Gregori S. Anderson, CBO  
Director**

**Clifford Bascombe, CBO, CFM  
Assistant Director**

**FENCE PERMIT APPLICATION**

---

The following information must be submitted with application:

1. Application Checklist Affidavit (attached)
2. Two copies of a site plan (not larger than 11 ½ by 17) showing what exists on lot (buildings, septic system, swimming pool, accessory buildings, etc.). Highlight where the fence will be built.
3. Two sets of construction drawings (see last page for an example)
4. Environmental Health approval if a septic tank is on the lot
5. If homeowner is constructing fence, the Homeowner Affidavit needs to be completed

For septic tanks contact:

Georgia Department of Public Health  
1395 Eisenhower Drive, Savannah, GA 31406  
(912) 356-2160

[https://www.gachd.org/chatham\\_county\\_environmental\\_h/](https://www.gachd.org/chatham_county_environmental_h/)

P.I.N.: \_\_\_\_\_ *Obtained from Assessor's office (912) 652-7271.*

Project Address: \_\_\_\_\_

**Owner:**

Name: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Owner address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Person applying for permit:**

Name: \_\_\_\_\_ Phone No. (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Company: \_\_\_\_\_

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

Email: \_\_\_\_\_

Fence will be built by:  Contractor  Homeowner

**Contractor:**

Name: \_\_\_\_\_ Phone No. \_\_\_\_\_

Company: \_\_\_\_\_

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

Email: \_\_\_\_\_

**Fence Description:**

New  Addition  Alteration to existing  Replace  Other \_\_\_\_\_

Commercial  Residential

Fence Material \_\_\_\_\_

How many linear feet will be constructed/repared? \_\_\_\_\_ LF

How far apart will the posts be? \_\_\_\_\_ feet

How high (above ground) will the fence be? \_\_\_\_\_ feet

How deep (below ground) will be fence be? \_\_\_\_\_ feet

Is there a septic tank on the site?  YES  NO

Valuation of job (include labor, material, profit): \$ \_\_\_\_\_

It is understood and agreed by the undersigned owner or agent that the approval of this application does not constitute a privilege to violate the building codes, zoning ordinance, or other ordinances of Chatham County and that any omission of or misrepresentation of fact with or without intention of the undersigned or any alteration from this application (including changing subcontractors) without the approval of the Building Official shall constitute sufficient ground for the revocation of any permit issued which was based on the approval of this application. The owner is listed above will be held responsible for insuring that all permits have been obtained and that all required inspections have been made. The owner will be held legally liable for any violations which may occur with or without his or her knowledge. The owner may request a Certificate of Completion when all required inspections have been approved.

Owner/Agent \_\_\_\_\_

Date \_\_\_\_\_

**For Office Use Only**

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

**COMPLETE APPLICATION CHECKLIST AFFIDAVIT FOR FENCES**

Address: \_\_\_\_\_ Permit # \_\_\_\_\_

**Required Forms & Documents**

**Y N N/A**

- Signed Application
- Complete Application Checklist Affidavit (*this form*)
- Site Plan – Two copies (no larger than 11-1/2 by 17)
- Homeowner Affidavit
- Copy of local Georgia business license
- Construction Plans / Drawings – Two copies
- Zoning Board of Appeals (ZBA) decisions, if applicable

**All Required Additional Approvals**

**Y N N/A**

- Environmental Health Department (*ALL lots that have a septic tank*)

***Note: Supplemental information may be required during plan review to address deficiencies.***

Pursuant to the requirements established by Georgia Law Section §8-2-26, I am submitting all documents checked “Y” above for review and approval.

Signature \_\_\_\_\_

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

Date \_\_\_\_\_

\*\*\*\*\*

Office Use Only

**Application:**     Complete                       Not Complete

Permit Tech: \_\_\_\_\_ Date \_\_\_\_\_

# SAMPLE PLOT PLAN AND DETAILS

