



**DOCUMENTARY REQUIREMENTS FOR FENCING PERMIT APPLICATIONS**

**A. If applied together with the Building Permit Application:**

- 1. Duly accomplished & notarized Unified Application & Fencing Permit Forms (4 original copies)
- 2. Follow application requirements for **Building Permit** (documentary & technical documents)
- 3. In addition, please submit the following: (4 sets, signed and sealed by GE)
  - a. Updated Relocation Survey Plan and Report
  - b. Detailed Topographic Plan of the site and immediate vicinity
- 4. Fencing detailed plans and technical documents signed and sealed by Designed Professionals (4-sets)
- 5. Design analysis for concrete and steel structures, signed and sealed by CE/Structural Engineer (If more than 2-meters in height); 4 sets
- 6. Location and Site Development Plan (4 sets)

**B. If applied separately:**

- 1. All requirements above

**REMARKS:**

- Complete Documents**
- Incomplete Documents** (Please comply documents with unchecked boxes)

Name of Receiving Officer: \_\_\_\_\_  
 Date & Time Returned : \_\_\_\_\_  
 Name of Applicant : \_\_\_\_\_  
 Signature : \_\_\_\_\_

**NOTES:**

- All application forms are available at the OCBO
- All the fully accomplished forms and requirements must be fastened in a long folder except for the drawing plans and reports
- ONLY A COMPLETE AND COMPLIANT APPLICATION WILL BE ACCEPTED
- Bring this checklist when submitting your application