



# ZONING CLEARANCE REPORT

**November 10, 2021**

Prepared for  
Town of Montverde  
Attn: Paul Larino, Town Manager



## **FENCE INSTALLATION**

**Parcel No. 2909986 (ALT Key)**

**16223 Hillside Circle**

**Applicant: Emily Kelly**

**Application Number: 2021-11-003**

**NOTE: Town of Montverde – This Zoning Clearance is Not Valid Unless Conditions Signature Block Below is Completed by Applicant.**

The applicant has requested approval for construction of a 205 l.f. tan vinyl fence that is 6' tall with one (1) 5' wide gate. The applicant submitted an application for a fence consistent with the Town code within a residential neighborhood.

The applicant has submitted the required Town of Montverde Zoning Clearance Form. My review is based upon the documents provided to me by the Town of Montverde.

The subject property is zoned Single-Family – Low Density (R1-L).

The proposed site plan indicates conformance with zoning requirements of Chapter 10, Town of Montverde Land Development Code (LDC). The application is consistent with criteria as prescribed in Chapter 4 of the Town's LDC.

**Prior to construction, Applicant must confirm approval of proposed fencing type and style by Homeowners Association (if HOA exists).**

**A zoning clearance is granted with the following conditions: Applicant must initial each condition within initial box.**

1. The maximum height of any fence is six (6) feet.

2. Fences or walls in front yards that are between the front building setback line the front property line, or fences in side yards or rear yards that are constructed within 25 feet (or 35 feet on CR 455) of any right-of-way line, may be no more than four feet in height if the fence is opaque. Fences or walls that exceed four feet in height that are between the front building setback line and the front property line, or fences in side yards or rear yards that are constructed within 25



feet (or 35 feet on CR 455) of any right-of-way line, must allow 85 percent of air and light to penetrate through the fence or wall.

- 3. No fence or wall in excess of three feet in height and that does not allow 85 percent of air and light to penetrate through the fence or wall shall be allowed within 25 feet (or 35 feet on CR 455) of the intersection of the right-of-way lines (property lines) of existing streets or roads.
- 4. Landscaping (if proposed) along with project, should be completed in conformance with the Town of Montverde Land Development Code.
- 5. This is not a zoning clearance or permit to construct a retaining wall. A retaining wall requires a separate permit.
- 6. The applicant is responsible for demonstrating in the field that the proposed fence is placed on the property lines and as indicated on the zoning clearance application.

**The Applicant acknowledges that the aforementioned conditions including setbacks and landscaping and tree removal permit (if required) must be completed in accordance with the Town's Land Development Code and Applicant is responsible for any cost associated with required changes subsequent to inspection by the Town and prior to issuance of a final Certificate of Occupancy and/or Building Permit.**

This report does not include comments (if any) from the Town of Montverde's consulting engineer.

Sean M. Parks, AICP, Parks Consulting Services  
Consulting Town Planner  
352-988-7099  
November 10, 2021

Paul Larino  
Town of Montverde  
407-469-2681; townmanager@mymontverde.com  
November 10, 2021

Applicant

Date:

# APPROVED BY TOWN PLANNER



Sean M Parks

Nov 10, 2021

## Boundary Survey

92 lf of 6' tall tan vinyl fence

existing fence

new fence

SCALE: 1" = 30'

ING RIDGE SUBDIVISION  
PB. 38, PG. 54  
LOT 6

LOT 7

LOT 5

LOT 24

LOT 23

LOT 25

ONE STORY #16223

28.3 lf of 6' tall tan vinyl fence with 1-5' gate

20.4 lf of 6' tall tan vinyl fence

A/C	- AIR CONDITIONER
A.E.	- ALLEY EASEMENT
B.C.	- BLOCK CORNER
BLK	- BLOCK
C.B.	- CONCRETE BLOCK
C.B.S.	- CONCRETE BLOCK STRUCTURE
C.M.	- CONCRETE MONUMENT
CONC.	- CONCRETE
D	- DEED
D.E.	- DRAINAGE EASEMENT
E.O.P.	- EDGE OF PAVEMENT
F.C.C.	- FOUND CROSS CUT
F.F.E.	- FINISHED FLOOR ELEVATION
FND	- FOUND
ID.	- IDENTIFICATION
I.P.	- IRON PIPE
I.R.	- IRON ROD
I.R.C.	- IRON ROD & CAP
L	- ARC LENGTH
L.B.	- LAND SURVEYING BUSINESS
L.S.	- LAND SURVEYOR
L.E.	- LANDSCAPE EASEMENT
M	- MEASURED
M.E.	- MAINTENANCE EASEMENT
N&D	- NAIL AND DISK
P	- PLAT
P.E.	- PEDESTRIAN EASEMENT
P.C.	- POINT OF CURVATURE
P.C.C.	- POINT OF COMPOUND CURVATURE
P.C.P.	- PERMANENT CONTROL POINT
P.L.	- PROPERTY LINE
P.O.B.	- POINT OF BEGINNING
P.O.C.	- POINT OF COMMENCEMENT
P.O.L.	- POINT ON LINE
P.R.C.	- POINT OF REVERSE CURVE
P.R.M.	- PERMANENT REFERENCE MONUMENT
P.D.A.E.	- PRIVATE DRAINAGE AND ALLEY EASEMENT
P.T.	- POINT OF TANGENT
R	- RADIUS
R/W	- RIGHT OF WAY
S/W	- SIDEWALK
U.E.	- UTILITY EASEMENT
W.F.S.	- WOOD FRAME STRUCTURE
F.P.L.E.	- FLORIDA POWER & LIGHT EASEMENT.
- - -	- RIGHT-OF-WAY LINE
- C -	- CENTERLINE
- X -	- BARB WIRE FENCE
- / -	- WOOD FENCE
- X -	- CHAIN LINK FENCE
- + -	- PLASTIC FENCE

BEARINGS SHOWN HEREON ARE BASED UPON THE CENTERLINE OF HILLSIDE CIRCLE BEING S 89°53'29" W PER PLAT

NOTES:

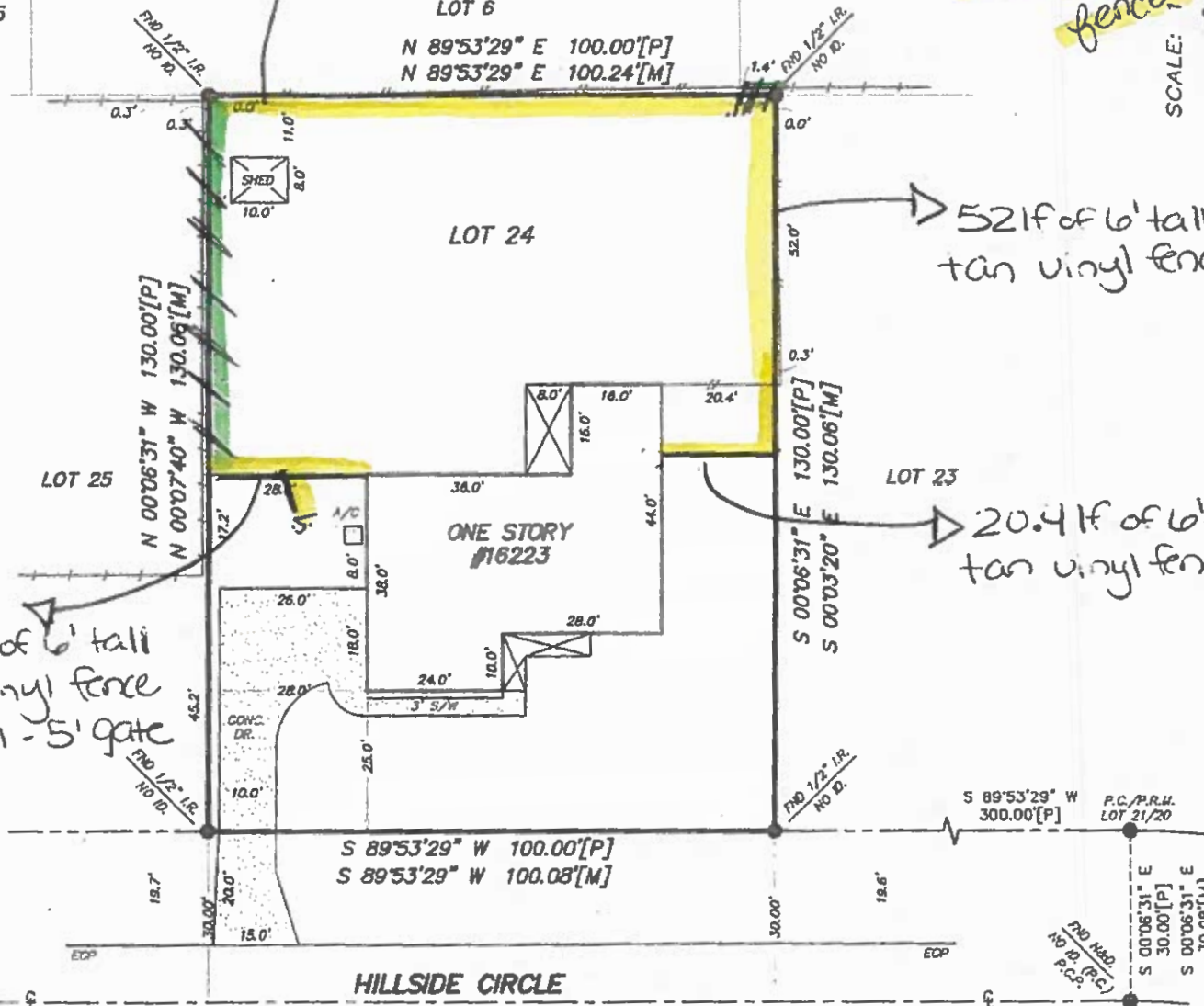
- 1) This survey is based on the legal description as provided by the Client
- 2) This Surveyor has not abstracted the land shown herein for easements, rights of way or restrictions of record which may affect the title or use of the land
- 3) Do not reconstruct property lines from building ties
- 4) No footing or overhangs have been located except as shown
- 5) No improvements or utilities have been located except as shown
- 6) Not valid without a signature and the authenticated electronic seal or the original raised seal of a Florida Licensed Surveyor and Mapper

Declaration: I certify that this survey was made under my direction and that it meets the minimum technical standards set forth by the Board of Professional Land Surveyors and Mappers in Chapter 47B, Part 17, Florida Administrative Code, pursuant to Section 47B.02, Florida Statutes.

No. 5910  
STATE OF FLORIDA  
*[Signature]*

HILLSIDE CIRCLE

(60' R/W)



Town of Montverde

Fence Checklist

1. Completed Permit Application
2. A survey showing the location of the fence in reference to the property lines and all drainage and all easements.
3. A property records card showing ownership of the property.
4. An elevation view of the fence indicating the material of the fence that complies with the requirements of the Fence Ordinance.

Fence Material: Circle one. Wood, Chainlink, Vinyl, Concrete Masonry, Brick, Wrought Iron, Ornamental Iron, Decorative Metal.

Is this a corner lot? Y N

Is this an agriculturally zoned lot? Y N

Fence Height above adjacent grade for rear yard fence?

Fence height above adjacent grade for front yard fence?

Will there be barbed wire attached to this fence? Y N

Will there be an electric fence installed as part of this project? Y N

# PROPERTY RECORD CARD

## General Information

**Name:** KELLY EMILY & SANDOR  
**Mailing Address:** 16223 HILLSIDE CIR  
 MONTVERDE, FL 34756  
[Update Mailing Address](#)

**Alternate Key:** 2909986  
**Parcel Number:** 02-22-26-0550-000-02400  
**Millage Group and City:** 00MV (MONTVERDE)  
**2020 Total Certified Millage Rate:** 15.7001  
**Trash/Recycling/Water/Info:** [My Public Services Map](#)

**Property Location:** 16223 HILLSIDE CIR  
 MONTVERDE FL 34756  
[Update Property Location](#)

**Property Name:** [Submit Property Name](#)  
**School Information:** [School Locator & Bus Stop Map](#)  
[School Boundary Maps](#)

**Property Description:** MONTVERDE, LAKE FLORENCE SHORES LOT 24 PB 28 PGS 42-43 ORB 5477 PG 2468

NOTE: This property description is a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Lake County Clerk of Court. It may not include the Public Land Survey System's Section, Township, Range information or the county in which the property is located. It is intended to represent the land boundary only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property description.

## Land Data

Line	Land Use	Frontage	Depth	Notes	No. Units	Type	Class	Value	Land Value
1	SINGLE FAMILY (0100)	0	0		1	LT		\$0.00	\$40,250.00

[Click here for Zoning Info](#)

[FEMA Flood Map](#)

NOTE: Information on this Property Record Card is compiled and used by the Lake County Property Appraiser for the sole purpose of ad valorem property tax assessment administration in accordance with the Florida Constitution, Statutes, and Administrative Code. The Lake County Property Appraiser makes no representations or warranties regarding the completeness and accuracy of the data herein, its use or interpretation, the fee or beneficial/equitable title ownership or encumbrances of the property, and assumes no liability associated with its use or misuse. See the posted [Site Notice](#).

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 Property data last updated on June 20, 2021.  
**Site Notice**



PERMITTING REQUEST - ZONING CLEARANCE FORM

APPLICATION NUMBER: 2021-11-003 (Assigned by Montverde Staff) DATE: 11/4/21 <sup>Email</sup>

PAYMENT: \_\_\_\_\_ Check No.: \_\_\_\_\_

CONTACT NAME: Emily Kelly

LAKE COUNTY ALT KEY No. (if known) 2909986

TYPE OF PERMIT OR WORK REQUESTED: Fence

DESCRIPTION OF PROPOSED ACTIVITY: 205 lf of 6'tall tan vinyl fence with 1-5' wide gate

PROPERTY ADDRESS/LOCATION: 16223 Hillside circle, Montverde, FL 34756

TOTAL SQUARE FOOTAGE OF RESIDENCE: \_\_\_\_\_

TOTAL SQUARE FOOTAGE OF ACCESSORY STRUCTURE: \_\_\_\_\_

PHONE NUMBER AND E-MAIL ADDRESS (If you want to be contacted via e-mail): 352-888-4000  
permit@lakecountyfence.com

BUILDER'S/CONTRACTOR'S NAME, ADDRESS, AND PHONE NUMBER: \_\_\_\_\_  
Superior Fence And Rail 307 E North Blvd  
LEESBURG FL 34748 352-888-4000

NOTE: Application shall include survey or sketch of the property indicating proposed activity. SEE BACK SIDE OR ATTACHED FOR GENERAL AND SPECIFIC PERMIT CONDITIONS OR COMMENTS AFTER APPROVAL HAS BEEN ISSUED.

I certify that the statements in this application are true to the best of my knowledge.

[Signature]  
Signature of Applicant