

FENCE PERMIT/POOL BARRIER PERMITS COMMERCIAL AND RESIDENTIAL



APPLICATION CHECKLIST AND MINIMUM REQUIRED DOCUMENTS

City of Dallas

By checking each requirement, you are stating that you have supplied correct and complete information. In the event that the required information is not contained in the submitted documents, you will be notified of the deficiency. Failure to supply the additional requested information within five (5) working days after notification may result in your application being delayed and eventually discarded. A new application, the original application, complete plans and a new checklist will be required for re-submittal for plan review. This re-submittal will be treated as a new application and will be processed in the order of receipt. Complete the information sheet attached.

NOTE: A *Fence Permit* is required to erect a fence that is over four feet high in a front yard, or over six feet high elsewhere. A *Fence Permit* is required to erect a *Swimming Pool Barrier* fence. Fences over 9 feet in height must have Dallas Board of Adjustment approval for location in a set back. Fences over 9 feet in height require a building permit and must be sealed by licensed professional engineer.

Type of Fence:	<input type="radio"/> Residential Fence (Single-family/Duplex)	<input type="radio"/> Commercial Fence (including Multi-family)
	<input type="radio"/> Swimming Pool Barrier Fence	

<input type="checkbox"/>	1.	Completed Permit Application.
<input type="checkbox"/>	2.	Two copies of site plan drawn to a standard scale providing symbols showing the location of the fence or wall, gates, easements, fire lanes, driveways, sidewalks, alleys and curbs. Written permission from the applicable utilities is required to locate a fence in an easement.
<input type="checkbox"/>	3.	You may be asked to provide a detailed drawing of typical elevation(s) of the fence panel to clarify certain items. Indicate the fence height(s), grade level, fence panel materials and openness of the fence.
<input type="checkbox"/>	4.	<p>NOTE that the following fence materials are prohibited:</p> <ul style="list-style-type: none"> a. Sheet metal; b. Corrugated metal; c. Fiberglass panels; d. Plywood; e. Plastic materials other than preformed fence pickets and fence panels with a minimum thickness of seven-eighths of an inch ($7/8$"); f. Barbed wire and razor ribbon (concertina wire) in residential districts other than an A(A) Agricultural district; g. Barbed wire and razor ribbon (concertina wire) in nonresidential districts, unless the barbed wire or razor ribbon (concertina wire) is six feet or more above grade and does not project beyond the property line. <p>NOTE that all fences must provide firefighting access to the side and rear yards.</p> <p>NOTE that the maximum height of any fence is 9 feet.</p>
<input type="checkbox"/>	5.	<p>Additional Information:</p> <ul style="list-style-type: none"> a. Proposed fences in Conservation Districts (CD) will require a CD Work Permit. b. Proposed fences in Planned Developments and Historic Districts may have other unique regulations. c. Proposed fences in designated flood plain areas must be reviewed by <i>Engineering - Flood Plain</i>. d. All drawing documents submitted for review must be legible, drawn to a standard scale, have a minimum text size of $3/32$" and up to a maximum drawing sheet size of 36" x 48", "E" size.

I, _____ have read the above information and acknowledge that all required documents have been provided.

Signature _____

Date _____

Please note that staff cannot accept incomplete applications or illegible construction documents.