

FENCE PERMIT APPLICATION CHECKLIST



CITY OF DALLAS

REQUIRED DOCUMENTS FOR FENCE PERMIT

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 resubmittal will be treated as a new application and will be processed in the order of receipt.

A fence permit is required to erect a fence or wall over four (4) feet in height in the front yard, or over six (6) feet in height when located elsewhere on the property.

1. Completed permit application
2. Two copies of site plan drawn to scale showing the location of the fence or wall and all gates, including fire lanes.

Customer should check items applicable to their fence:

- A. Fence does not exceed the maximum height provisions of the Dallas Development Code, **OR**
 Fence exceeds the maximum height provisions of the Dallas Development Code and has been granted a variance by the Board of Adjustment. Provide letter of approval from board.
- B. Fence is less than 9 feet in height, and is of sufficient strength to support its own dead load and to resist overturning, **OR**
 Fence is greater than 9 feet in height and is designed by a State of Texas registered Professional Engineer (Seal and signature on plans)
- C. Fence will not be a visibility obstruction as defined in the Dallas Development Code
- D. Fence will not obstruct fire lane access, hydrant access or utility meters.

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

Please Print

Signature _____

Date _____