

# Residential Fence Permit Review Checklist

Applicant Name: \_\_\_\_\_

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

- Project Type: \_\_\_\_\_
- Application
- Site Plans (cannot be drawn)
  - Legal Description (lot, block, subdivision)
  - North arrow and scale
  - Property lines and lot dimensions
  - All easements
  - Proposed structure and all existing buildings
  - Driveways and sidewalk dimensions
  - Existing and proposed location of utility poles, pad mounted transformers
- Site plans showing location of fence, height and fence material

**\*\*\* REVIEWS CAN TAKE A MINIMUM OF 10 BUSINESS DAYS\*\*\***



Phone: 817-489-2201
Website: www.newarktexas.com

Address: 209 Hudson St.
PO Box 156
Newark, TX 76071

Fence Permit Application

Building Permit Number: \_\_\_\_\_

Applicants Name: \_\_\_\_\_
Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_
Home Owners Name (if different) \_\_\_\_\_ Total Valuation: \_\_\_\_\_
Project Address: \_\_\_\_\_ Zoning: \_\_\_\_\_
Height of Fence: \_\_\_\_\_ Replacing Existing Fence? \_\_\_\_\_ Construction Material: \_\_\_\_\_
Detailed Description of Work: \_\_\_\_\_

Contractor Information: (If NOT homeowner.)
Company: \_\_\_\_\_ Contact Person: \_\_\_\_\_
Address: \_\_\_\_\_
Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_
\*\*\* Please note that you MUST be registered as a contractor to complete any project within the city limits. Contractor Registration form and required supporting information can be found on our website.

\*\*\*A site plot plan shall be submitted for review showing location of fence, height and fence materials.

Application becomes null and void if all information is not provided within 30 days.

If no inspection is made within 90 days of issuance the permit will expire.

A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. All permits require final inspection.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Applicant: \_\_\_\_\_

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

\*\*\*\*\*

Office Use Only

Total Fees: \_\_\_\_\_ Payment Date: \_\_\_\_\_ Payment Type: \_\_\_\_\_ Receipt # \_\_\_\_\_ By: \_\_\_\_\_
Date Sent to PR: \_\_\_\_\_ Received from PR: \_\_\_\_\_ BV Project #: \_\_\_\_\_
Approved By: \_\_\_\_\_ Permit Issued on: \_\_\_\_\_