



City of Willow Park

516 Ranch House Road

Willow Park, Texas 76087

Phone: (817) 441-7108 * Fax: (817) 441-6900

www.willowpark.org

Residential Fence Permits

When is a permit needed? A permit is required for a new fence, replacing the posts, changing the height, or moving a fence from its current location. A permit and plan review is required for all Fences and Retaining Walls. A permit fee is due at submission of application.

What are the requirements for a Residential Fences?

Zoning Ordinance 8.04 Screening Fence Requirements

In residential zoned districts, fences shall not be erected to exceed eight (8) feet in height above grade when located behind the front building line, nor four and one half (4 ½) feet in height above grade when located within the required front yard and side yard on a corner lot adjacent to a side street, but in no case shall any fence be permitted closer than ten (10) feet from the curb or roadway area. No fence shall be located in any easement except by prior written approval of those agencies having interest in such easement.

Article 3.800 Fence Required Around Swimming Pools

3.801 Requirements - Every outdoor swimming pool or family pool shall be completely surrounded by a fence or wall not less than four feet (4') in height, which shall be constructed as not to have openings, holes or gaps larger than four inches (4"). A dwelling house or accessory building may be used as part of such enclosure. All gates or doors opening through such enclosure shall be equipped with a self-closing and self-latching device for keeping the gate or door securely closed at all times when not in actual use, except that the door of any dwelling which forms a part of the enclosure need not be so equipped. (Chapter 3, Section 6A, Code of 1986)

3.802 Applicability - This requirement shall be applicable to all new swimming pools or family pools hereafter constructed, other than indoor pools, and shall apply to all existing pools which have a minimum depth of eighteen inches (18") of water. No person in possession of land within the city, either as owner, purchaser, lessee, tenant or a licensee, upon which is situated a swimming pool or family pool having a minimum depth of eighteen inches (18") shall fail to provide and maintain such fence or wall as herein provided. (Chapter 3, Section 6B, Code of 1986)

3.803 Building Permit Required - No swimming pool shall be constructed in the city in the future unless a building permit shall be issued by the building inspector. The building inspector shall not issue a building permit for a swimming pool unless the plans shall include a fence or an enclosure which complies with the terms of § 3.801 above. (Chapter 3, Section 6C, Code of 1986)

Retaining Walls - An Engineered stamped design is required for retaining walls over 4 feet in height.

Submittal documents: Fill out a Residential permit application and submit (2) site plans which include the following: (You may use a copy of a survey of your lot and draw the below requirements.)

- _____ Location of main building on lot and all other structures on property.
- _____ Location of proposed fence or retaining wall on property.
- _____ Height of fence or retaining wall.
- _____ Construction material used.
- _____ All streets and alleys.



City of Willow Park

516 Ranch House Rd. • Willow Park, TX 76087

Phone: (817) 441-7108 • Fax: (817) 441-6900

Residential Permit Application

www.willowpark.org

Building Permit Number: _____		Valuation: _____	
Project Address: _____		Zoning District: _____	
Lot: _____	Block: _____	Subdivision: _____	
Project Description:	NEW SFR <input type="checkbox"/>	SFR REMODEL/ADDITION <input type="checkbox"/>	ACCESSORY BUILDING <input type="checkbox"/>
	PLUMBING <input type="checkbox"/>	MECHANICAL <input type="checkbox"/>	ELECTRICAL <input type="checkbox"/>
DRIVEWAY <input type="checkbox"/>	FENCE <input type="checkbox"/>	LAWN IRRIGATION <input type="checkbox"/>	DEMO <input type="checkbox"/>
		SWIMMING POOL <input type="checkbox"/>	FENCE <input type="checkbox"/>
Description of Work: _____			
Area Square Feet:	Covered	Total:	Number of stories:
Living: _____	Porch: _____	_____	_____
Garage: _____		_____	
IS THIS PROPERTY IN A FLOODPLAIN:		<i>If yes, provide Flood Plain Certificate</i>	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Owner Information: _____			
Name: _____		Contact Person: _____	
Address: _____			
Phone Number: _____		Fax Number: _____	
		Email: _____	

General Contractor	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
Mechanical Contractor	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
Electrical Contractor	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
Plumber/Irrigator	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
TPO Energy Provider	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>

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:

Approved by:		Date approved:	
---------------------	--	-----------------------	--

Building Permit Fee: \$ _____

Plan Review Fee: \$ _____

Electrical Permit Fee: \$ _____

Plumbing Permit Fee: \$ _____

Mechanical Permit Fee: \$ _____

Total Permit Fees: \$ _____

Received By: _____

Date: _____

BV Project #: _____