



Submittal Guidelines for Fencing

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.

What are the requirements for Residential Fences?

- **Front yard requirements** – The front yard maybe fenced with a fence no taller than five (5) feet with a transparency view of at least 50%. No vegetation shall be allowed to grow on the fence to create a natural barrier on the fence line. Front yards that are corner lots shall meet the requirements of the Village Traffic Code to prevent the fence from creating a traffic hazard. This area is also known as a Public open Space Easement (P.O.S.E.). The front yard may be fenced on corner lots provided that no vegetation is permitted or any other object which would create an obstructed view. An unobstructed view shall be maintained in the twenty (20) foot triangle.
- **Backyard requirements** – The backyard maybe fenced with a fence no taller than seven (7) feet tall. It shall be constructed as a transparent fence line or solid fence. The height of the fence line may extend to the front yard of the residential building but shall not pass the front of the building or extend into the front yard.
- **Side yard requirements** – The side yard may have a fence that is not taller than seven (7) feet tall. The side yard is the area from the front of the residential building to the rear of the building.

What types of fence materials can be used? Any fence shall be constructed of materials commonly intended for residential fences, such as wood, vinyl, chain link, brick, or any other material deemed to be acceptable as fencing material by the Building Inspector.

Prohibited fencing materials are materials which may be hazardous when used as fencing, especially materials which may be hazardous during strong winds from a hurricane or tropical storm and are prohibited as fencing materials. Examples of prohibited materials are sheet metal, tin or other such materials.

Can an electric fence be installed? Is shall be unlawful for anyone to construct, place or allow the construction of any fence of metal construction charge or connected with an electrical current in such a manner as to transmit such current to persons, animals or any other thing which intentionally or unintentionally might come in contact with it. The only electric fence that is permitted for a boundary line fence is one which is entirely inside a boundary fence that is not electric.

What are the requirements for placement of fences? All fences, including those as lot line fences constructed along a lot line, shall be located entirely on the private property of the person constructing the fence. Permanent stakes or lot markers are required to be located and visible by the Building Inspector upon inspection. The Building Inspector may require a licensed surveyor to locate property markers at the property owner's expense.

What are the requirements for retaining walls? An Engineered stamped design is required for retaining walls over four (4) feet in height.

The Village of Jones Creek has adopted the 2009 International Building, Residential, Plumbing, Mechanical, Fuel/Gas, Property Maintenance, and Energy Conservation Codes and the 2008 National Electrical Codes.

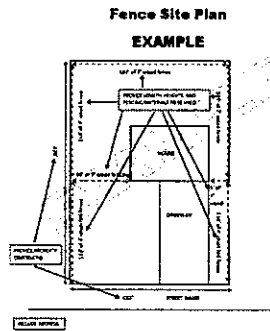
Required Documents to be submitted:

- Application
- Site Plan – See Example “Fence Site Plan”

Application

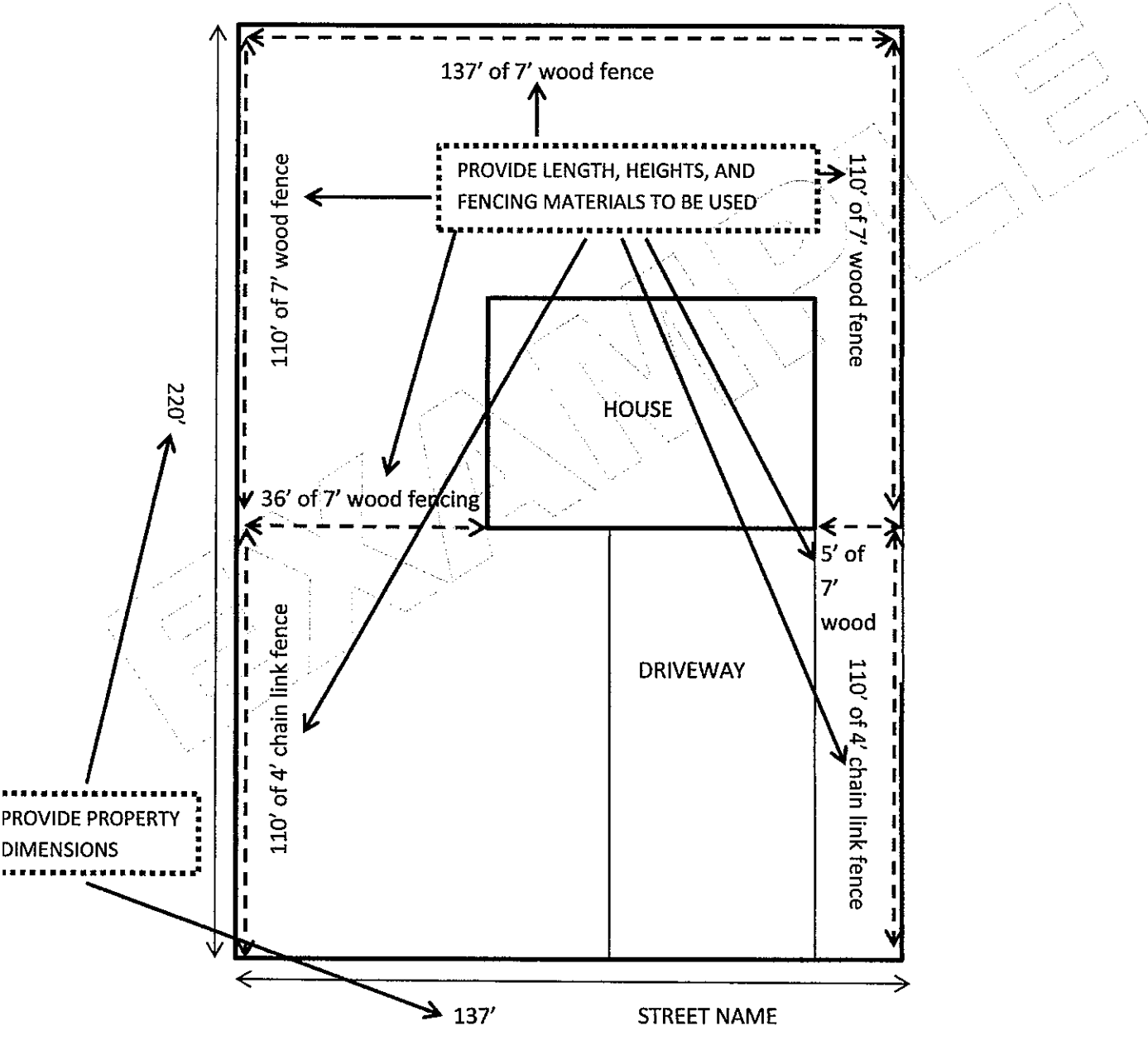
The image shows a form titled "Village of Jones Creek Annual Permit Application". It includes fields for applicant information, project details, and a table for listing permits. The table has columns for "Permit Type", "Description", "Quantity", and "Remarks".

Fence Site Plan

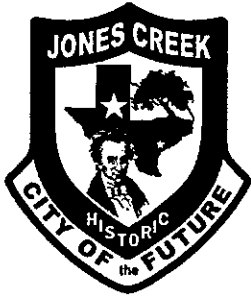


Fence Site Plan

EXAMPLE



INCLUDE ADDRESS



Village of Jones Creek

7207 Stephen F. Austin
Jones Creek, Texas 77541
Phone: (979) 233-2700

Permitting Process

Step 1: Permit Submittal

The permit documents and fees will be submitted to the city. Submittal documents should be complete to expedite permit issuance. All required documents and fees must be submitted to begin the process. If any required documents, or if fees are not paid, the application will be rejected.

Step 2: Permit Issuance

Once the plan review process is complete, the city will issue the permit and contact you to schedule your inspections.

Step 4: Inspection Requests

Inspection Requests should be made to the City by calling 979-233-2700. It is important for you or your contractor to contact the City prior to work being performed so an inspector can be notified of a time and date of the inspection.

Step 5: Field Inspections

Inspectors assigned to your area can be contacted via cell phone. Please call City Hall at (979) 233-2700 for your inspector's name and number. The inspector will come to the site location and perform the requested inspections. A report of the inspection will be provided to the city.

Step 6: Release of Permit

Once you have completed all the necessary inspections this closes out your permit.

We look forward to working with you to ensure that the community is provided with a safe and durable built environment.



Village of Jones Creek

Phone: (979) 233-2700
 Fax: (979) 230-0606

7207 Stephen F. Austin
 Jones Creek, TX 77541

Residential Permit Application

Building Permit Number: _____ Valuation: _____
 Project Address: _____ Zoning District: _____

CULVERT: NEW ADD REPLACE

Project Description: NEW SFR SFR REMODEL/ADDITION SPECIFY OTHER: _____
 PLUMBING MECHANICAL ELECTRICAL DEMO
 ACCESSORY BUILDING LAWN IRRIGATION SWIMMING POOL FENCE

Description of Work: _____
 Area Square Feet: _____ Covered _____
 Living: _____ Garage: _____ Porch: _____ Total: _____ Number of stories: _____
 IS THIS PROPERTY IN A FLOODPLAIN: Yes No *If yes, provide Flood Plain Certificate*

Owner Information: _____
 Name: _____ Contact Person: _____
 Address: _____
 Phone #: _____ Mobile #: _____ 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: _____
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Building Permit Fee: _____	Total Permit Fees: _____
Plan Review Fee: _____	Received By: _____
Plumbing Permit Fee: _____	Date: _____
Electric Permit Fee: _____	
Mechanical Permit Fee: _____	BV Project #: _____

Permit fees are non-refundable