



Fence Project Guidelines

2600 Roosevelt Drive
DWG. Texas 76016
Inspection Line (817) 274-7368

Staff Contacts

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DISCLAIMER: The following guidelines are for informational purposes only. The contractor is obligated to comply with all adopted codes and ordinances. Fences must be built on a platted lot of record. Once plans are released for construction, any revisions must be submitted for review.

PLAN REVIEW AND PERMITS REQUIRED

All fence plans must be reviewed for compliance with international codes, State law, City ordinances, and zoning requirements. Permit applications may be submitted for review at City Hall between 8:30 A.M. and 5:00 P.M., Monday through Friday. Plan reviews are generally completed within ten (10) working days, excluding the day of submittal.

Incomplete submittals will not be accepted.

Absolutely no work is to commence until a fence permit has been issued for the subject property. Work without a permit is subject to fines and/or legal injunction, pursuant to the DWG Code of Ordinances.

Call for DIG test for proper marking of utilities 1-800-344-8377

PERMIT SUBMITTAL REQUIREMENTS

Fence plan sets must be submitted with one hard copy (1 set) and one digital format (1 set), and include the documents listed below. Additional documents and/or architectural details may be required. **Revisions must be submitted in hard copy and digital format (Flash drive non-returnable).**

❖ Completed Permit Application

1. Address
2. Lot, Block, and Subdivision
3. Contractor Information
4. Owner Information

❖ Fence Plan Set, 11" x 17" maximum, to scale and of legible size showing: (Division 2 Fences)

1. Site plan showing the Fence and all surrounding buildings
2. All building setbacks and property lines
3. All easements shown and dimensioned
 - 10.02.186 Drainage easements shall remain clear to include fences / planting
4. 14.02.123 (d) (2) (c) Fence shall not exceed a height of 4 feet in front yard (Front yard is considered the leading drip edge of Residence)
5. 14.02.125 No fence shall exceed 6 feet in height



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6. 14.02.123 (d) (5) Shall not be installed creating a traffic site obstruction

❖ **DRC / ACC Approval Letter**

Where applicable, an approval letter from the respective HOA review body is required before a permit application is accepted.

❖ **Swimming Pool Fence**

1. 3.05.032 shall be completely surrounded by fence not less than 4 feet
2. 3.05.032 shall be constructed with no holes larger than a 4 inches sphere may be passed
3. Gate shall be self-closing and self-latching

❖ **Fence Construction Details**

1. New or existing fence replacement
2. Fence material / Post material for new fence
3. Fence material / Post material for remaining fence
4. Gate location
5. Curbing
6. Fence height
7. Written Declaration of owner that the fence shall not divert water flow in any way (signed and dated)

CONTRACTOR REGISTRATION REQUIREMENT AND PERMIT FEES

The project Fence Contractor and any MEP subcontractors must be listed on the permit application and actively registered with the City prior to the issuance of a building permit. Additional Permits may be required, (example fence permit)

Fence Permit Fees

- ❖ Fence Permit \$75

CONTRACTOR REGISTRATION FEES (A3.001)

- ❖ Fence Contractor (\$150)

APPLICABLE INTERNATIONAL BUILDING CODES

The following Codes with amendments have been adopted by Ordinance:

- ❖ 2015 International Swimming Pool & Spa Code
- ❖ 2015 International Building Code
- ❖ 2015 International Residential Code
- ❖ 2015 International Fire Code



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- ❖ 2015 International Energy Conservation Code
- ❖ 2015 International Fuel Gas Code
- ❖ 2015 International Plumbing Code
- ❖ 2015 International Mechanical Code
- ❖ 2015 International Existing Building Code
- ❖ 2015 International Property Maintenance Code
- ❖ 2014 National Electric Code

Code amendments can be found in the <https://z2.franklinlegal.net/franklin/Z2Browser2.html?showset=dwgset>

GENERAL INSPECTIONS / JOB SITE POLICIES

Inspection Requests can be made at (817) 274-7368.

Inspections must include, at a minimum, the following information:

- ❖ Your name and contact number
- ❖ Type of inspection being requested (AM or PM / Tuesday or Thursday)
- ❖ Address of the inspection
- ❖ Permit ID# (e.g. FENCE-#18-0034)

GENERAL INSPECTION AND JOB SITE POLICIES INCLUDE:

- ❖ The Fence Contractor is responsible for all inspection requests
- ❖ The City approved; stamped set of plans must be on the jobsite for all inspections
- ❖ Inspections must be requested **prior to 4:00 P.M.** for next business day inspection
- ❖ No inspections will be performed until all re-inspection fees have been paid
- ❖ Addresses must be posted at each building site at all times and visible from the street
- ❖ Adequate erosion control must be installed prior to construction and must be maintained throughout the project
- ❖ The type of inspection, job address, contact phone number, and permit number must be included with all inspection requests

AN INSPECTION MAY BE CANCELED AND/OR A RE-INSPECTION FEE MAY BE CHARGED WHEN:

- ❖ The building site does not have an address clearly posted
- ❖ The requested inspection is not ready when the inspector arrives
- ❖ Weather conditions
- ❖ City approved plans are not on site
- ❖ The building is locked or otherwise not available for inspection
- ❖ The job site is red-tagged twice for the same item
- ❖ The original red tag has been removed from the job site
- ❖ Ordinance violations exist on the property including, but not limited to, inadequate erosion control, trash control or tree protection

REQUIRED INSPECTIONS

International Code Compliance

No work should be covered until it is inspected for International Code compliance. Photographs will not be accepted in lieu of on-site inspections. At a minimum, code inspections must be performed at the following



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stages of construction:

- ❖ **Surveyor stake out of property line**
- ❖ **Fence Final** – A final inspection of the pool. All pool work must be completed. Curbs, town sidewalks, landscaping, and irrigation systems located in the right-of-way will be inspected to verify that no damage was done during construction. All ground wires and flexible conduit must be secured. Fencing with self-closing and self-latching gates at all entrances shall completely enclose either the pool area or the surrounding yard.

WASTE MATERIAL & HOURS OF

Operation Waste Material

- ❖ A trash container of appropriate size must be present on the job site at all times
- ❖ Sites must be kept clear of construction and related waste at all times. Inspections may be cancelled and/ or fines assessed where debris is allowed to accumulate or is not properly contained.
- ❖ Per Sec 13.03.015 DWG Code of Ordinances, all residential and commercial construction sites must utilize refuse containers from the Cities franchised waste hauler, Republic Services (817-317-2000). Contractors are not allowed to use a non-franchised waste hauler.

Hours of Operation

The City strictly regulates noise – between the hours of 8:00 PM and 7:00 AM (Monday / Sunday), only work that does not create noise audible at the property line is permitted. In addition, contractors are advised to check with the respective Homeowner's Association regarding work hour limitations.