

# FENCE & WALL PLAN REVIEW CHECKLIST



★ *This checklist must be submitted with a Building Permit Application for any RESIDENTIAL FENCE, SCREENING WALL, or RETAINING WALL.*

## Job Information

Property Address:		Suite #	Contractor:	
<input type="checkbox"/> Residential Fence	<input type="checkbox"/> Subdivision Wall	<input type="checkbox"/> Commercial Screening Wall	<input type="checkbox"/> Retaining Wall	<input type="checkbox"/> Commercial Fence
<input type="checkbox"/> Other:				
Total linear feet:			Height:	
<input type="checkbox"/> Wood	<input type="checkbox"/> Masonry	<input type="checkbox"/> Wrought Iron / Tubular Steel	<input type="checkbox"/> Other:	
<input type="checkbox"/> Does this fence enclose a swimming pool? <input type="checkbox"/> Yes <input type="checkbox"/> NO				

## Submittal Requirements

The following documents must be submitted with application:

- Building Permit Application (3 copies)(1copy if electronic)
- Plan Review Checklist (1 copy)
- Plot plan or survey (3 copies)(1copy if electronic) showing property lines with location of fence/wall clearly indicated and marked \*
- Construction Plans (masonry and retaining walls) (3 copies)(1copy if electronic) to include footing details
- Does this fence abut parkland or open space?  Yes  No
- Will there be a gate across the rear drive?  Yes  No
- If so, which option for trash bin pick-up will be used? Option:  1  2

\* If a plot plan or survey is not available, search the address via the City of Allen Interactive Map:

<http://gismaps.cityofallen.org/citymap/> or use Google Earth.

Applicant's Signature: \_\_\_\_\_

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

Print Name: \_\_\_\_\_ Contact Phone # \_\_\_\_\_

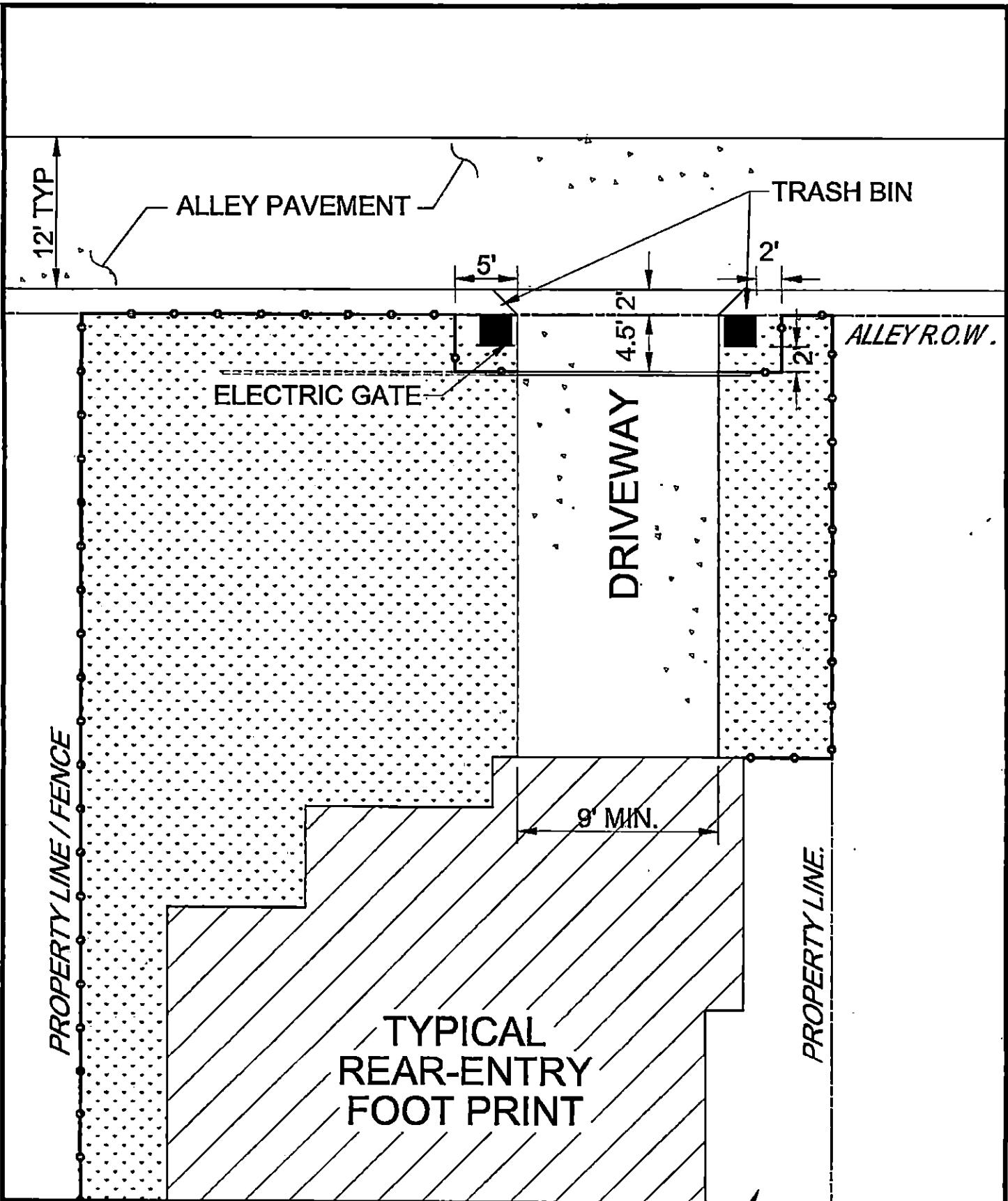
*By signing this you have agreed that all required information has been submitted. Failure to submit all information may result in a delay of your permit being issued.*

# RESIDENTIAL FENCE INSTALLATION REQUIREMENTS



- Fences are allowed in back and side yards with a maximum fence height of 8 ft.
- Retaining walls with a fence on top of the retaining wall are allowed with a maximum fence height of 8 feet. Fences are measured from adjacent grade. The combined height of the retaining wall and fence shall be no higher than 12 ft.
- Acceptable fence materials: brick, wood, and wrought iron. All fencing requires metal posts, metal caps and hardware are required. All other materials will need to be approved by the Building Official. Posts must be placed 18 in. deep in concrete.
- Fences are not allowed in drainage easements unless the fence is 3 in. above ground to allow for drainage.
- Vision must not be obstructed at alley, street, or intersection.
- No fence, screen, wall, or other visual barrier shall be placed in such a manner as to obstruct the vision of motor vehicle drivers approaching any *alley* intersection. At all intersections of *an alley with a street*, clear vision shall be maintained across the corner for a distance of *20 ft.* back from a projected curb line corner along the *intersection* of the *alley* and street.
- Fences of any kind are not permissible in floodplain areas. Fences in easements (drainage, utility, water, sanitary sewer, etc.) are not permissible without the expressed permission of the Engineering Department. *Exception: fences are customarily allowed in the standard 3-ft. lot line drainage easement, as long as the bottom member is elevated a minimum of 3 in. above finished grade (to allow the passage of water).*
- A site distance of 200 ft. shall be maintained at all street intersections.
- All fences must be located on private property and cannot exceed property lines at any given point.
- Fences or walls enclosing a pool or hot tub shall be not less than 6 ft. in height with self-latching and self-closing gates. The latching device shall be located on the pool side a minimum of 4½ ft. from ground.
- No obstructions may be placed within 3 ft. of the side lot lines for lots with alleys and/or within 3 ft. of the side and rear lot lines where alleys are not provided. Obstructions include, but are not limited to, driveways, or any other concrete work, pool decks, pool equipment, retaining walls, wood deck, patio covers, built-up flower beds, or similar structures that could impede or alter drainage.
- If you are installing a sliding gate across the rear entry driveway you must meet one of the two design options for trash bin pick up, you must also identify which option will be used as part of the application submittal.

*PLEASE CHECK WITH YOUR HOMEOWNER'S ASSOCIATION (IF APPLICABLE) PRIOR TO APPLYING FOR A PERMIT WITH THE CITY OF ALLEN*



**CITY OF ALLEN**  
DEPARTMENT OF ENGINEERING

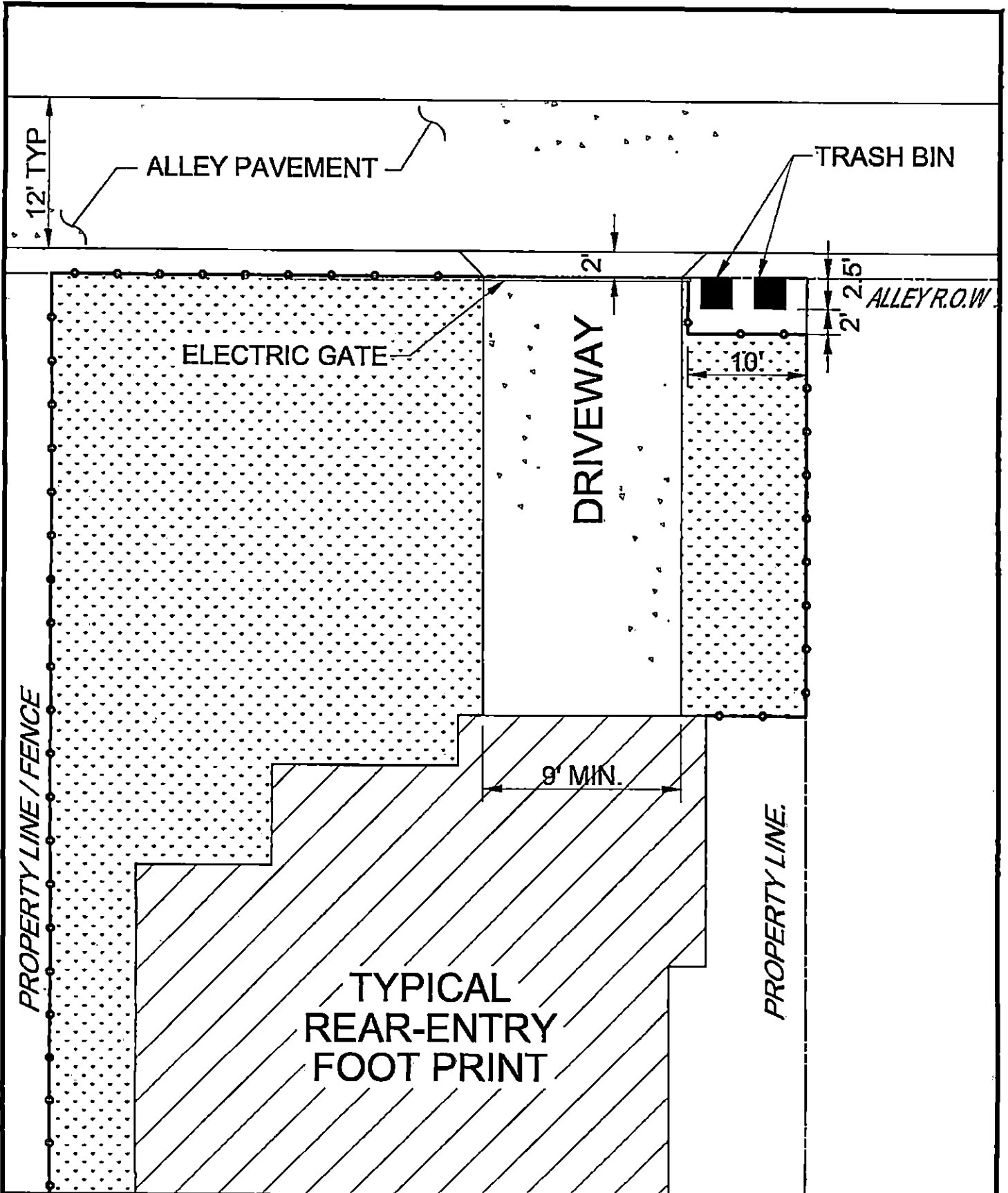
**ELECTRIC GATE  
OPTION 1**

STANDARD DETAILS

DATE:  
MARCH 2014

REV DATE:

SHEET:  
SD-



**CITY OF ALLEN**  
DEPARTMENT OF ENGINEERING

**ELECTRIC GATE  
OPTION 2**

STANDARD DETAILS

DATE:  
MARCH 2014

REV DATE:

SHEET :  
SD-