



Development Services

20025 Highway 6
Manvel, TX 77578
P: 281-489-0630
F: 281-668-5061

Fence or Retaining Wall Permit Application

Project Information

Residential Commercial

Fence Retaining Wall

New Replacement

Project Address: _____

Fence or Retaining Wall Material: _____

Legal Description and/or Plat Name: _____

Total Valuation of Work: _____ Total Valuation of Electric Work: _____

Zoning: _____ Lot Area: _____ Fence Height: _____

(Engineered, stamped drawings, by a Professional Licensed Engineer in the State of Texas is required for masonry walls/fences, pillars, and walls that exceed six (6) feet in height)

Owner, Applicant, and Contractor Information

Applicant Name: _____ Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone #: _____ Email: _____

Contractor Name: _____ Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone #: _____ Email: _____

Electric Contractor Name: _____ Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone #: _____ Email: _____

Owner Name: _____ Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone #: _____ Email: _____



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Disclaimer & Signature

I hereby certify that I have the authority to make the necessary application; that all information in this application is correct and all work will comply with the most recently adopted International Building Codes and all other applicable state and local laws, ordinances, and regulations.

Applicant and/or Contractor Name (Print)

Applicant and/or Contractor Signature

Date

Submittal Checklist

So that we may efficiently review your project in a timely manner, it is important that all required documents and fees listed on the "Submittal Checklist" below are submitted with your application. You may submit application and accompanying documents to the Permits Department by email to permits@cityofmanvel.com or drop off hard copies at the address above Monday through Thursday between the hours of 7:30 a.m. and 5:30 p.m. and Friday between the hours of 7:30 a.m. and 11:00 a.m.

Fence Permit Application Submittal Checklist Items	Required (Please Check)
Completed Fence Permit Application (with all signatures)	
Site plan or survey illustrating the fence/retaining wall location (includes all setbacks, property improvements, and easements)	
Construction details, dimensions, and photographs (if necessary) of the proposed fence	
Engineered stamped drawings by a Licensed Professional Engineer in the State of Texas for masonry walls/fences, pillars, and walls that exceed six (6) feet in height	
Paid Application Fee of \$25.00	

Applicant/Contractor Certification

By signing below, I acknowledge that I have reviewed the Submittal Checklist and have included the required submittal items and reviewed them for completeness and accuracy. I also acknowledge that my application will be rejected if it is deemed incomplete.

Applicant and/or Contractor Signature

Date



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Ordinance No. 2023-O-40

Exhibit A – Wooden Fence Construction Standard Details and Specifications

1. Fences in any single-family residential district or subdivision may not exceed six (6) feet in height except when located on a major thoroughfare where fences shall not exceed eight (8) feet in height.
2. Fences in districts other than single-family residential, may not exceed eight (8) feet in height.
3. All wood materials are to be pressure treated wood or cedar.
4. Minimum size for wooden posts shall be 4-inches x 4-inches.
5. Masonry pillars or galvanized pipes with 2-inches minimum diameter may be used as fence posts.
6. Fence posts shall be spaced at 7-feet maximum spacing.
7. Fence post holes shall be back-filled with concrete up to ground elevation.
8. Rot boards may be 6-inches or 8-inches in width.
9. Rot boards shall be 14-feet in length, spanning three (3) posts for added strength, except for the end of a run where a 7-foot board must be used for completion.
10. Three (3) horizontal 2-inch x 4-inch boards shall be placed between each section of posts.
11. Bottom board shall be within 12-inches of bottom of fence pickets. Top board shall be within 16-inches of the top of pickets. Middle board shall be placed midway of upper and lower boards.
12. Gates for wooden privacy fences with pickets/ fence boards shall include a diagonal support board.
13. Gate openings shall be a minimum of 36-inches.
14. Hardware specifically manufactured for gates shall be used for gates.

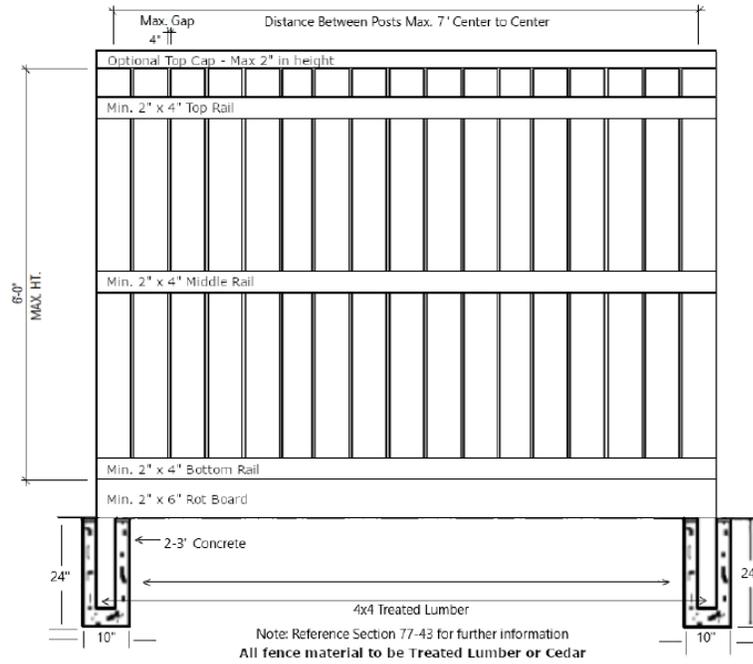
See Next Page for Fence Details



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6' Fence Detail



8' Fence Detail

