



Fence Permit Application

7660 Woodway Dr, Suite 460 Houston, Texas 77063, Phone: (713) 782-1757

bldgofficial@pineypt.org

Date: _____

Contractor Name: _____

Type of Application: **Fence Permit Application** _____

Contractors Phone: _____

Property Address: _____

Contractors Email: _____

Note: Submittal will not be accepted unless all items in the checklist have been completed.

Fence Permit Application Checklist

Type of Application	Description	Application Form (please print and attach forms)
Fence Permit Application	This permit application is required for any new or existing fence.	Fence Application
Copy of Survey	A copy of an existing survey is required with this application request.	*Attach Survey
MVWA Approval	The Memorial Village Water Authority must approve the fence permit application prior to submitting it to the city.	MVWA Application Form
Homeowner Affidavit Form (Must Be Notarized)	This form is required to be completed. If in an active Homeowner Association neighborhood. You must have HOA approval. If not in a Homeowner Association neighborhood, this form still needs to be completed.	Homeowner Affidavit Form
Tree Disposition Plan	The form needs to be completed regardless of whether no trees are to be removed. City Forester reviews all applications.	Tree Disposition Form
Area Calculations Form (If applicable)	Area calculations form is required to determine current and proposed lot coverage. This is for stucco columns and solid walls only.	Area Calculation Form
Non-Shared/Shared Fence Form	Must fill out these forms and show on your site survey which fence is shared or non-shared as it relates to your fence project.	Shared Fence Form & Non-Shared Fence Form
Corner Lot Fence Ordinance Review (If applicable)	This form is required for properties located on a corner lot. All applicants must select from the approved designated planting list. All selected landscaping must be properly irrigated and maintained.	Corner Lot Fence Ordinance
Helpful Notes	This is helpful information that is useful for the fence permit.	Helpful Notes

Ordinance for your review: (1)[Ordinance No. 2021.04.13.A](#), (2)[Chapter 74-245. Supplementary district regulations](#).

Building Codes: IRC 2018, NFPA-70-2023

Please print this document and attach this to all the documents.
You can drop off during normal business hours.