



Residential Fence Permits

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 is needed to obtain a permit? A plan review is required for all instances listed above. A permit fee is due upon permit issuance.

What are the requirements for a Residential Fences?

A. Any fence or wall located to the rear of the minimum required front yard line shall not exceed eight feet (8') in height.

B. Except as provided by (1.) below, no fence or wall shall be permitted within the required front yard of any single-family or duplex residential lot that is adjacent to a public street. No residential fence shall be closer than fifteen feet (15') to a public street except in cases where the side or rear building line of the yards on continuous corner lots adjoin, the fence may be constructed out to the property line of said side yard such that the street side yard may be included as part of the lot's back yard area.

1. Decorative fences with openings not less than fifty percent (50%) of the fence area and not exceeding three feet (3') in height are permitted in front yards.

Chain link, woven wire mesh or similar materials are not considered decorative fencing, and are therefore not allowed in front yards.

C. All fences require permits.

D. No barbed wire or electrical fencing shall be allowed except as used for farm or Ranching purposes on undeveloped land over five (5) acres in size.

E. Gates designed for vehicular access shall be set back from the property line a minimum of twenty-five feet (25').

F. Fences around swimming pools shall comply with the Standard Swimming Pool Code and the City of Crandall's codes/ordinances pertaining to same.

G. See Section 43 for sight visibility requirements for fences and screening walls.

H. Special purpose fencing, such as fencing around tennis courts, which is a maximum height of twelve feet (12'), is permitted.

Retaining Walls - An Engineered stamped design is required for retaining walls over 4 feet in height (including the footings).

Submittal documents: Fill out a Residential permit application and submit (2) site plans which include the following: (You may use a copy of a survey of your lot and draw the above requirements.)

- _____ Location of main building on lot and all other structures on property.
- _____ Location of proposed fence or retaining wall on property.
- _____ Height of fence or retaining wall.
- _____ Construction material used.
- _____ All streets and alleys.



Residential Building Permit Application

Building Permit Number: _____			Valuation: \$ _____
Project Address: _____			Zoning: _____
Lot: _____	Block: _____	Subdivision: _____	
Project Description:			
NEW SFR ☐	SFR REMODEL/ADDITION ☐	SPECIFY OTHER: _____	
PLUMBING ☐	MECHANICAL ☐	ELECTRICAL ☐	
FENCE ☐ ACCESSORY BUILDING ☐	LAWN IRRIGATION ☐	SWIMMING POOL ☐	
Description of Work:			
Area Square Feet: _____		Covered Porch: _____	
Living: _____	Garage: _____	Total: _____	Number of stories: _____

Owner Information:			
Name: _____		Contact Person: _____	
Address: _____			
Phone Number: _____		Fax Number: _____	Mobile Number: _____

General Contractor	Contact Person	Phone Number	Contractor License Number ☐
Mechanical Contractor	Contact Person	Phone Number	Contractor License Number ☐
Electrical Contractor	Contact Person	Phone Number	Contractor License Number ☐
Plumber/Irrigator	Contact Person	Phone Number	Contractor License Number ☐
TPO Energy Provider	Contact Person	Phone Number	Contractor License Number ☐

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

Building Approved by: _____	Date approved: _____
Engr Approved by: _____	Date approved: _____
PW Approved by: _____	Date approved: _____
P&Z Approved by: _____	Date approved: _____
Fire Approved by: _____	Date approved: _____

PERMIT FEES

Building Permit Fee: _____	General Contractor _____	Total Fees: _____
Water Connection Fee: _____	Mechanical Contractor _____	Issued Date: _____
Sewer Connection Fee: _____	Electrical Contractor _____	Issued By: _____
	Plumbing Contractor _____	
	Irrigator Contractor _____	BV Project # _____
TPO Energy Provider _____	Backflow Tester _____	

Building Requirements

This document is not meant to modify any Federal or State laws or City Ordinances. It is intended to be informative and to be used as a guideline. Where circumstances of a particular job differ from these procedures, the decision of the Building Department will prevail.

Building Codes

All Federal, State and local requirements are applicable to projects constructed within the City's jurisdiction whether specifically listed herein or not. The City of Crandall, Texas, has adopted the following codes and/or standards regulating building construction.

2015 International Building Code
2015 International Residential Code
2015 International Fire Code; Option B
2015 International Plumbing Code
2015 International Mechanical Code
2015 International Energy Conservation Code
2014 National Electrical Code

Building Permit

Before a building permit will be issued, all plans and documents related to the permit application must be approved by the Building Department and all applicable fees paid to the City of Crandall.

All Contractors performing work within the City of Crandall's jurisdiction must be registered with the City and provide proof of commercial general liability insurance for claims of property damage or bodily injury.

Construction or building without a permit is subject to a fine.

You must contact DIGTESS at 1-800-344-8377 and the City Public Works Department at 972-427-3771 for utility line locates on any project that requires digging. (Fences, Swimming Pools, Additions, etc.)

Inspections

Building Inspections: Inspections received by 5:00 p.m. Monday – Friday will be performed the next business day. Inspections related to building construction must be called into Bureau Veritas at (877) 837-8775. Inspection requests can also be faxed to (877) 837-8859. When all inspections are completed, a final inspection shall be made prior to approving the permanent power release. The final inspection must be passed prior to occupancy of building. Permit packet must be on-site at time of inspection.

Fire Inspections: Inspections such as Fire Alarm and Fire Sprinkler, Fire Lanes, Commercial Fire Final, and any other fire related inspections must be requested through the Crandall VFD.

Public Works: Inspections for driveways, culverts, and all water and sewer related issues must be requested through the City Public Works Department at 972-427-3771 x0.

Construction Site

A temporary property address must be posted at the front of the lot and readable from the street. Permanent street numbers must be displayed before final inspection.

A portable sanitary restroom for your workers **MUST** be on your property until the final inspections are approved.

Construction dumpsters are available from IESI Waste Management Company by contacting them at 972-686-5665 or onsite built containment. Construction area shall be maintained until job completion.

NO construction material, debris, or sanitary restroom facility shall be placed or stored in the public right-of-way or drainage areas at any time.

Erosion control must be in place prior to the first inspection.



Utility Locate Request

PUBLIC WORKS DEPARTMENT

You must contact DIGTESS at 1-800-344-8377 and the City Public Works Department at 972-427-3771 for utility line locates on any project that requires digging. (Fences, Swimming Pools, Additions, New Construction)

Request for water and sewer line locates

Date: _____

Name: _____

Address: _____

Phone #: _____

Reason for locate: _____

Date locate is needed (Allow a minimum of 48 hours): _____

Do you need a property line to property line locate? ☐ Yes ☐ No

If no is the locate area clearly marked? ☐ Yes ☐ No

Signature: _____

DIG TESS Center
Fax-A-Locate #800-690-1291
Center #800-344-8377

Company and Caller Information:

Co. Phone: _____ Co. Name: _____

Co. Address: _____ City: _____ State: _____ Zip: _____

Caller: _____ Fax: _____

Contact Person: _____ Primary Contact #: _____

Alternate Contact # (if available): _____ BTC: _____ AM/PM

Email Address (if available): _____

Work Site Information:

Nature of Work: _____ Start Date/Time: _____ AM/PM

County: _____ City/Town: _____

Dig Address: _____

Nearest Intersecting Street: _____

Mapsco/KeyMap (if available): _____ TESS Grid (if available): _____

GPS or Lat/Long (if available): _____

Deeper than 16"? Yes / No

Blasting? Yes / No / Maybe

White Lined? Yes / No

Directional Boring? Yes / No

Work Done For: _____ Duration: _____

Marking Instructions: _____

IMPORTANT: DO NOT FAX EMERGENCIES OR DIG-UP TICKETS!!!!!!!!!!

Call all Emergencies or Dig-Ups into TESS at 1-800-344-8377

Water, Sewer, and Slurry Facilities May Not Be Notified.

State Law requires a 2 working days notice prior to beginning excavation. Fax locate requests are processed from 8:00am to 5:00pm, Mon. through Fri., and from 8:00am to 12:00pm on Sat. (excluding holidays). If less than the required 2 working days notice is given, the locate requests will be sent to Dig TESS members as a "Non-Compliant" ticket.



THE CITY OF

CRANDALL

TEXAS

CONTRACTOR REGISTRATION FORM

TYPE OF CONTRACTOR LICENSE

☐ ELECTRICAL CONTRACTOR	☐ MECHANICAL (HVAC)
☐ MASTER ELECTRICIAN	
☐ JOURNEYMAN ELECTRICIAN	☐ IRRIGATOR (LANDSCAPE)
☐ MASTER SIGN ELECTRICIAN	☐ BACKFLOW TESTER
☐ MASTER PLUMBER	☐ OTHER (specify) _____
☐ JOURNEYMAN PLUMBER	☐ OTHER (specify) _____

CONTRACTOR INFORMATION

COMPANY NAME: _____ PHONE: _____

COMPANY ADDRESS: _____

CITY, STATE, ZIP: _____

LICENSEE NAME: _____

LICENSEE NUMBER: _____ PHONE: _____

ADDRESS (MAILING): _____

CITY, STATE, ZIP: _____

SIGNATURE: _____ DATE: _____

YOU MUST PROVIDE A CERTIFICATE OF LIABILITY INSURANCE WITH THE CITY OF CRANDALL LISTED AS THE CERTIFICATE HOLDER

Provide a copy of your drivers license and State trade license below.



Contact Information

Plan Review

Bureau Veritas will be conducting residential and commercial plan reviews. The applicant will be contacted by Bureau Veritas if revisions are needed. You may contact Bureau Veritas' Plan Review Department for the status of your permit at (469) 241-1834 or toll free (800) 906-7199.

Inspection Requests

Please contact Bureau Veritas to request inspection(s). Any of our permit technicians can assist you. Inspections requested by 5:00 pm Monday – Friday will be performed the next business day. Inspection requests can also be faxed to the Bureau Veritas office.

Inspection line: (817) 335-8111 or (972) 980-8401
Inspection FAX line: (817) 335-8110 or (972) 980-8400
Toll Free number: (877) 837-8775
Toll Free FAX line: (877) 837-8859

Field Inspections

Inspectors assigned to your area can be contacted via cell phone. Please call the Bureau Veritas office at (817) 335-8111/(972) 980-8401/toll free (877) 837-8775 for your inspector's name and number.

City of Crandall

Permit Tech: LaCosta Davis 972-427-3771 x108

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