



Permit Number

APPLICATION

FENCE/RETAINING WALL/SCREENING WALL

Requirements

Your application **will not be accepted** if any of the below items are missing or incomplete. Incomplete applications will be returned and any paid fees are nonrefundable. Applications are processed within ten business days. To check the status of a permit, please email permits@cityofkennedale.com and include the property address and permit type.

- Contractor(s) registered with Kennedale – Check registration status by emailing permits@cityofkennedale.com
- Site plan showing:
 - Location and dimensions of new construction relative to existing structures and property lines
 - Labels indicating adjacent streets and any existing easements (include easement dimensions)
 - Labels indicating building materials, width, length, and height of new construction
- Completed, **legible**, signed application form

Applicant Information *(Serves as primary contact for this permit)*

Applicant Name: _____

Applicant Phone: _____ Applicant Email: _____

Property Owner Information

Owner Name: _____

Owner Address: _____

Owner Phone: _____ Owner Email: _____

Project Information

Property Address: _____

Property Legal Description: _____

Total linear feet: _____ Height: _____ Construction Value: _____

Type of work: Fence Retaining Wall Screening Wall

Materials: _____

To enclose a pool? Yes No Gate/Electrical? Yes No

Contractor Information

Contractor Name: _____

Company: _____

Phone: _____ Contractor Email: _____

Please submit to permits@cityofkennedale.com with supporting documents if applicable.

Electrical Contractor Information *(If electrical work is being performed)*

Electrical Contractor Name: _____

Electrical Contractor Company: _____

Electrical Contractor Phone: _____ Electrical Contractor Email: _____

Applicant Agreement

By signing below, I acknowledge that I have read and completed all applicable requirements. I understand that if I have submitted an incomplete or false application, my application may be rejected and that the fee is nonrefundable.

Signature of Applicant: _____ Date: _____

For Office Use Only		
Completeness Check		
Application form completely filled and signed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Attached site plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Contractor(s) registered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Fee paid?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Sign _____	Date _____	
Planning and Zoning Review		
Property zoning: _____		
Proposed construction meets setback requirements?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Proposed construction meets material requirements?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Proposed construction meets dimensional requirements?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is proposed construction in any easements?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is proposed construction in a floodzone?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Notes:		
Sign _____	Date _____	