

THE TOWN OF  
*Highland Park*  
TEXAS

4700 Drexel Drive, Highland Park, TX 75205  
214-521-4161 office 214-559-9335 fax

**Department of Building Inspection**

To Whom It May Concern:

Please review the following plan submittal requirements for permitting process. Our office hours are Monday through Friday 7:30 A.M. to 4:30 P.M. Our phone number is (214) 521-4161, should you have any questions.

**LIST OF REQUIREMENTS FOR FENCE PERMIT**

- Survey (With R.P.L.S. Stamp) or builder's site plan drawn to scale
- Fence Location shown on site plan with heights and gates identified
- Fence shall **not** be located in req'd front yard setback of house & **not** in easement
- Masonry walls require engineer stamped plans (footing may not cross property line or in public way/easement)
- Pool Fence: (48"Ht min) w/Self-Closing & Self-Latching Gates & w/Four (4) Inch max openings
- Permit Fee: (1.1% of total construction cost... **\$55.00 min permit fee**)

**Required Inspections:**

- Location Inspection with string-line at property pins
- Final (to verify max height does not exceed 8' as measured above non-owner's side).

Sincerely,

***Building Inspection Department***

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## ORDINANCE No. 676 (ZONING ORDINANCE)

Section 7-201 SPECIAL DEFINITIONS – (13.) *Swimming Pool (Private)* A pool and related equipment located on a building site and which is an accessory use and designed and used only in relation to the occupancy of the premises. The edge of the pool's water surface shall be located a minimum of three (3) feet from the side or rear property line or easement line if no alley exists. Pool equipment may be located to the rear property line or easement line if no alley exists. All swimming pools shall be located behind the front building line. (Ord. No. 1008, § 1(1), 9-6-1983)

Section 15-101 FENCE REGULATIONS – Swimming pools shall be completely surrounded by a fence or wall not less than four (4) feet in height, which shall be so constructed as not to have openings, holes or gaps larger than four (4) inches in any dimension except for doors and gates. A dwelling house or accessory building may be used as part of such enclosure. All gates or doors opening through such enclosure shall be equipped with a self-closing and self-latching device for keeping the gates and doors securely closed at all times when not in actual use, ~~except that the door of any dwelling which forms a part of the enclosure need not be so equipped~~ (Ordinance 740, sec. 10, adopted 5/4/70; Ordinance 847, sec. 1, adopted 3/1/76; Ordinance 972, secs. 7, 8, adopted 12/28/81; Ordinance 1008, secs. 2(2), 3, adopted 9/6/83; Ordinance 1873, sec. 10, adopted 10/24/11; Ordinance 1927, sec. 8, adopted 9/9/13; Ordinance 2038 adopted 8/13/18)