

City of Kingsville



Permit Instructions for Fence/Driveway/Sidewalk/Parking Lot

City of Kingsville, 400 W. King Avenue, Kingsville, TX 78363, www.cityofkingsville.com
Planning and Development Department, Phone 361-595-8055, plansreview@cityofkingsville.com

INSTRUCTIONS: Submit one (1) application with one (1) electronic version and three (3) paper plans consisting of architectural/engineering plans. Any supplemental information that may be required to assure compliance with the sign and billboard regulations contained in the City of Kingsville Code of Ordinances and adopted Building Codes may be required. **When submitting electronic plans, please place job description (Fence/Driveway/Sidewalk/Parking Lot) in the subject line.** Submitted drawings must include:

- **Scaled drawing** of site plan with fence/driveway/sidewalk/parking lot location, size design and engineered standards (Architectural Plans)
- Weight limit (May need Engineering Plans)
- If installed over the public right-of-way, written permission from the City's Public Works Director is needed.

Permit applicants are required to meet conditions for all of City of Kingsville's ordinances, some of which may not be listed below. Ordinances can be found on our city website under 'Code of Ordinances' at the top of the page.

Fences:

Barbed Wire and Electric Fences Sec. 13-1-2

Fence Maintenance Sec. 15-1-17

Fence Regulations Sec. 15-6-28

Space Requirements Appendix B, Space Requirements for Non-Residential Use Sec. 1 & 2

Swimming pools Sec. 15-1-8

General Sec. 15-8-16

Driveways/Sidewalks/ Parking Lots:

Driveways, Street & Roadway Standards; Access to Businesses Sec. 15-6-108

Driveway and Permit Construction Requirements Sec. 9-10-20 through 24

Regulations for Access Driveways to State Highways Appendix, Sec. 1-4

Restricted construction; Alteration, Sidewalks, and Driveways Required Sec. 9-10-4 and 9-10-5

Alleys, Streets, & Pavement Cuts Sec. 9-10-35,36,37

Curb & Gutter Sec. 15-3-50 (A&B)

Sidewalks Sec. 15-3-51

Landscapes in Parking Lots Sec. 15-8-8,9,10

Violations; Penalties Sec. 15-8-18

Caution: Lot lines do not normally coincide with curbs, grader ditches, or sidewalks, and many fences are not located on lot lines. If you are unsure of the exact location of the lot lines, please have a land surveyor locate them. The City of Kingsville is not responsible for locating pins or surveying your property.

Fees for Fence: \$35.00 **Fees for Driveway/Sidewalk/Parking Lot:** See City of Kingsville Permit Fee Schedule

Inspections: Inspections can be called in by calling the Planning and Development Department at 361-595-8019 within 24 hours. Please provide permit number and address of the property.

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Project Information (Please Print)

Project Address: _____

Legal Description: _____

Fence: Chain Link Split Rail Picket Shadowbox Wrought-Iron Stone Brick Block
 Other Material **Height:** _____ **Cost of Fence** (including erection) \$ _____

Check work use and type: Residential Commercial Driveway Sidewalk Parking Lot

Check work detail: New Driveway Addition to existing driveway Remove & replace driveway
 New Approach Concrete Asphalt Pavers Stone Base

Paving Thickness: Driveway Approach **Stone Base Thickness:** Driveway Approach

Name and Address of Property Owner (Please Print)

Property Owner Name: _____ Phone Number: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Name and Address of Applicant or Contractor (If different from Owner: Please Print)

Company Name: _____

Contact Person: _____ Phone Number: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

The undersigned hereby makes an application to construct a fence/driveway/sidewalk/parking lot as specified herein and as shown on the drawings, and agrees to comply with the provisions of the Building and Zoning Codes, Engineering, Design Standards of the City of Kingsville, and previous info provided under permit instructions attached whether the same is specified herein or not.

Applicant Signature: _____ Date: _____

Property Owner's Signature: _____ Date: _____

Planning Division Approval: _____ Date: _____

Building Department Approval: _____ Date: _____