

# City of Hunters Creek Village

#1 HUNTERS CREEK PLACE  
HUNTERS CREEK VILLAGE, TEXAS 77024  
(713) 465-2150 phone  
(713) 465-8357 fax



## PERMIT CHECKLIST - FENCE & GATE

Date: \_\_\_\_\_ Job Site Address: \_\_\_\_\_

Value of the Work: \$ \_\_\_\_\_

### Documents Submitted:

- ☐ Two sets of Plans
- ☐ Survey of Property  
CH. 44, SUB-SEC. 44-28 (b) HUNTERS CREEK VILLAGE CODE
- ☐ Tree Survey  
CH. 18, SEC. 18-20 (c) HUNTERS CREEK VILLAGE CODE
- ☐ Tree Disposition Plan (TDP)  
CH. 18, SEC. 18-20 (c) HUNTERS CREEK VILLAGE CODE
- ☐ Drainage Plan if Applicable to comply with  
CH. 44, SEC. 44-129 HUNTERS CREEK VILLAGE CODE
- ☐ Letter of approval from HOA's ARC (if required by same) or letter from builder stating there is no HOA or ARC
- ☐ Hold Harmless Acknowledgment

### Fence Info:

Any lot line touching Voss or Memorial Drive? : \_\_\_\_\_

Height of fence ( $\leq 8'$ ): \_\_\_\_\_ ft. (from natural grade)

In front of front face of building, but behind front setback line: \_\_\_\_\_

Fence Type (Check one):

- ☐ Masonry

NOTE: A MASONRY FENCE 7 FT OR ABOVE NEEDS A SOIL REPORT AND ENGINEERED FOOTINGS. CH. 44, SEC. 44-163 (11)

- ☐ Decorative Metal

- ☐ Wood

- ☐ Electric Gate Included: \_\_\_\_\_

Fence/Gate provides protection for Pool/Spa/Hot Tub area (as required by Code): \_\_\_\_\_

NOTE: POOL FENCING MUST BE AT LEAST 48" HIGH.

Gates self-closing & latching: \_\_\_\_\_

NOTE: POOL GATES MUST OPEN OUT WITH LATCH ON INSIDE.

Fence/Gate is completely on Owner's Property: \_\_\_\_\_

NOTE: FENCING STRADDLING A PROPERTY LINE REQUIRES WRITTEN CONSENT FROM NEIGHBOR SHARING FENCE.

### Electrical Service: (If Applicable)

Load Analysis total: \_\_\_\_\_ amps

Service currently in place: \_\_\_\_\_ amps

Recommended service: \_\_\_\_\_ amps

### **\*\*OFFICE USE ONLY\*\***

☐ Approved ☐ Denied

Comments:

\_\_\_\_\_  
\_\_\_\_\_

Signed By: \_\_\_\_\_ Title: \_\_\_\_\_

Permit Fee: \$ \_\_\_\_\_

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## FENCEHOLDHARMLESSACKNOWLEDGMENT

DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

OWNER: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

As the owner of the above referenced property, I (we), the undersigned, are requesting permission to install wood or wrought iron fencing not only on our property but also in certain utility easements and/or rights-of-way located within our front, back or side yard.

In consideration of the issuance by the City of Hunters Creek Village of a permit for such construction, I do fully understand and agree that the location of such improvements in any portion of the easements and/or rights-of-way shall not restrict, impede or in any manner impair the City of Hunters Creek Village, CenterPoint Energy, Memorial Villages Water Authority, and any other public utility from exercising any and all of the rights which they or any one of them have in and to such easements, and, further, I hereby hold harmless the City of Hunters Creek Village, CenterPoint Energy, Memorial Villages Water Authority, and any other public utility from any and all damages or losses arising from or in the manner connected with the location of such portion of such construction in said easements.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Date

This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of TEXAS

\_\_\_\_\_  
Print or type name

My Commission Expires: \_\_\_\_\_

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## Permit Application

Date: \_\_\_\_\_ Job Site Address: \_\_\_\_\_

### Permit Type

- |  |  |                                |                                   |                                     |
|--|--|--------------------------------|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> New Residence | <input type="checkbox"/> Plumbing                | <input type="checkbox"/> Pool  | <input type="checkbox"/> Driveway | <input type="checkbox"/> Deck       |
| <input type="checkbox"/> Comm. Build   | <input type="checkbox"/> HVAC                    | <input type="checkbox"/> Fence | <input type="checkbox"/> Demo     | <input type="checkbox"/> Irrigation |
| <input type="checkbox"/> Remodel       | <input type="checkbox"/> Signs                   | <input type="checkbox"/> Roof  | <input type="checkbox"/> Drainage |                                     |
| <input type="checkbox"/> Electrical    | <input type="checkbox"/> Channel Bank Stabilizer |                                |                                   |                                     |

Value of Work for Contractor: \$ \_\_\_\_\_ Total Square Footage \_\_\_\_\_

Description of Work \_\_\_\_\_

### Property Owner Information

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

E-Mail \_\_\_\_\_ Fax Number \_\_\_\_\_

### Architect / Designer Information

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

E-Mail \_\_\_\_\_ Fax Number \_\_\_\_\_

### Contractor / Subcontractor Information

Company Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Employee Name \_\_\_\_\_ Fax Number \_\_\_\_\_

Signature \_\_\_\_\_ E-Mail \_\_\_\_\_

Address, City, Zip \_\_\_\_\_

ONLY COMPANY CHECKS, CASH AND CREDIT CARDS ARE ACCEPTED. CONTRACTORS MUST BE REGISTERED WITH THE CITY OF HUNTERS CREEK WITH CERTIFICATE OF INSURANCE AND LICENSE ON FILE.

\*\*\*OFFICE USE ONLY\*\*\*

☐ Approved ☐ Denied

Comments: \_\_\_\_\_

Signed By: \_\_\_\_\_ Title: \_\_\_\_\_

HCVPermitApplication11102009