

COMMERCIAL MASONRY WALL / BLOCK FENCE PERMIT APPLICATION / PLAN REVIEW REQUIREMENTS

1) Address as per GIS.

- a) Verification of the legal and physical address.
 - i) GIS Weblink: <https://maps.openlaredo.com/>
- b) Setbacks review

2) Building Permit Application.

- a) Application shall be complete and signed
 - i) **Building Permit Application Weblink:**
<https://www.cityoflaredo.com/home/showpublisheddocument/16000/638615682591130000>
 - ii) Owner and contractor name are required with all their contact information.
 - iii) Work description—Specify only the scope of work for the fence and linear feet shall be included.
 - iv) Permit fee (Based on the valuation of work).
- b) As per 2021 IBC section 109.3 Building permit valuations: If, in the opinion of the building official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the building official. Final building permit valuation shall be set by the building official.
 - i) If at the Historical District, need approval. Or the application shall specify to match existing conditions (color, material, etc.), then no Historical approval is required.

3) Plans.

- a) Land Survey/ Site Plan (drawn to scale).
- b) If this is a shared wall, email an agreement signed by the owners of both properties.
- c) Submit Block wall detail, need Masonry Wall Information Sheet for review:
<https://www.cityoflaredo.com/departments/building-development-services/permit-applications-requirements#:~:text=Masonry%20Wall%20/%20Block%20Fence>
- d) Permit holder needs to locate property pins.
- e) If this masonry wall is in the corner, need to verify visibility.
- f) Make 2 notes on the site plan:
 - If this wall is inside the property or if in the middle of the Property Line.
 - Drainage has been verified with Plat Drainage Pattern: A, B or C?

4) Site Plan; Land Development Code Book / Section 24.79 Other Requirements:

- a) All screening fences required under this section shall be constructed of brick, stone, masonry, cement, stucco, cinder block or pressure treated weather resistant lumber, and shall be structurally reinforced to resist wind damage. They shall be constructed in such a manner as to provide visual screening.
- b) Plywood, sheet metal, and corrugated steel fencing is prohibited.
- c) All fences shall test plumb and square at the time of installation.
- d) All fences shall be maintained by the property owner free of accumulations of trash, advertising, and graffiti.
- e) No fence exceeding four feet (4'-0") in height shall be located within the front yard building setback along any collector, arterial or thoroughfare, nor less than eight feet (8'-0") from the back of curb to provide for pedestrian circulation.
- f) Fences located along side and rear lots lines adjoining public streets shall not be located within the visibility triangle on any corner lot, and shall be set back from the curb line not less than eight feet to provide for pedestrian circulation.

- g) No fence exceeding seven feet in height or masonry wall exceeding thirty inches (30") in height shall be constructed without the issuance of a building permit.

How to apply for a Masonry Wall/Block Fence Permit:

- a. Please send e-mail to bldgcomm@ci.laredo.tx.us
- b. Subject of the e-mail shall include the type of permit application and the address of the project.

Example:

To...	bldgcomm@ci.laredo.tx.us
Cc...	
Bcc...	
Subject	Masonry Wall / Block Fence Permit Application - 1234 Anywhere St.

- c. Attach the application, plans, documents and other information in PDF format.

For better assistance, please reply to the same e-mail once the corrections required are sent, instead of sending a separate e-mail with response and keep the same e-mail subject throughout the review.

If you have any additional questions, please let us know by calling to 956-794-1625 Option 3 or sending an email to Building Department - Commercial bldgcomm@ci.laredo.tx.us.

