



Residential Building Permit Application



NEW CONSTRUCTION: _____ REMODEL: _____

Applications must be approved and picked up within 90 days or they are null and void

PROJECT ADDRESS _____

ZONING INFO

SUBDIVISION _____ PHASE _____ LOT _____ BLOCK _____

ZONING _____ PD _____ *(This information obtained from P & Z Dept.)*

PERMIT INFO

DESCRIPTION OF WORK: _____

VALUATION OF WORK: \$ _____

AREAS (SQ FT)

Living Area _____ Garage _____ Porch _____ Total Area _____

METER SIZES

OF DOMESTIC METERS _____
SEWER TAP SIZES _____

OF IRRIGATION METERS _____
SEPTIC SYSTEM? _____

CONTRACTORS

All contractors must be registered with the City before we will release the permit

	Business Name	Address	Phone #
GENERAL	_____	_____	_____
ELECTRICAL	_____	_____	_____
PLUMBING	_____	_____	_____
MECHANICAL	_____	_____	_____

I have hereby read and completed this application and know the same is true and correct and hereby agree to comply with all City, State, and Federal laws applicable to my property and project whether herein stated or not. I am the owner or the duly authorized agent of the above described property. Permission is hereby granted to enter this premise and make all investigations and inspections as required.

APPLICANT'S PRINTED NAME _____
Company name & name of individual completing form.

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ CELL _____

E-MAIL ADDRESS _____

APPLICANT'S SIGNATURE _____ DATE _____

FOR OFFICE/PLAN REVIEW

ENGINEERING: _____ DATE: _____

PLANNING: _____ DATE: _____

BLDG. INSP.: _____ DATE: _____ FEE: \$ _____



RESIDENTIAL SUBMITTALS

This checklist is Required with All Building Permit Applications. A Plan Review will NOT be performed until All Applicable Items are Submitted

Address: _____ Project Name: _____

- ___ Plan Review Checklist
- ___ Residential Building Permit Application
- ___ Res-Check Energy Compliance Report or Com-Check Compliance Report (New Residential and Residential Remodels if the SQ FT of the home is increasing)
- ___ Site plan to include: (New Residential and Residential Remodels if the SQ FT of the home is increasing)
 - Legal Description (lot block, subdivision)
 - Property Lines and Lot Dimensions
 - Proposed Structure and Existing Buildings
 - Proposed Flatwork
 - All Easements and proposed Locations of Utilities
 - North Arrow and Scale
 - Sq Ft Totals
 - Lot Coverage Calculations Including %
- ___ Plot Plan (New Residential only)
- ___ Framing Details
- ___ Engineered Foundation Plans (New Residential and Residential Remodels if the SQ FT of the home is increasing)
- ___ Septic System: (New Homes: If you are going to have a septic system, you MUST provide an acceptance letter from Dallas County Appraisal District)
- ___ (2 copies) 11 x 17 Full Sets of Building Plans to scale (Please have them BOUDED together at the time of Submittal. Plans CANNOT be loose)
- ___ (1 copy) Electronic Copy on a thumb drive
- ___ Must list meter sizes, quantity and sewer taps sizes on application before submittal