



This section office use only			
Application #		Receipt #	
Cash <input type="checkbox"/>	CC <input type="checkbox"/>	Phone order <input type="checkbox"/>	
Check #		Balance due	
Permit type		Plan #	TIFF #
CD Received <input type="checkbox"/>		CD Required <input type="checkbox"/>	

## Residential Dwelling

Date		Tax ID # (If applicable)	
<p>● All application fees are non-refundable ● All credit card transactions include a 3% convenience fee ● Permits and approved plans must be posted on site as failure to post may result in re-inspection fee ● City will call when permit is ready for pickup ● Application must be completed in its entirety prior to submittal</p>			

Job address					
Subdivision		Block		Lot	
Owner name				Phone	
Work description					
Valuation of work	\$		Sales price	\$	
Water meter size:	5/8" <input type="checkbox"/>	1" <input type="checkbox"/>	Other:		
Number of:	Stories		Bedrooms		Bathrooms
Living area		sf.	Garage area		sf.
			Total area		sf.

By signing below, I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction. The issuance of any permit neither exempts nor modifies any covenants, deed restrictions, city ordinances and/or state or federal laws, whether herein specified or not.

To have the City mail the permit and plans, please provide a correctly-sized, stamped, self-addressed envelope.

**Provide contractor information and see additional checklist information on reverse side of application**

Name			Signature	
Phone		Email		

Office Use Only

**Provide Contractor Information**

<b>General Contractor</b> (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	
<b>Electrical Contractor</b> (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	
<b>Mechanical Contractor</b> (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	
<b>Plumbing Contractor</b> (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	

**Additional checklist information is on next page**

## Residential Dwelling Checklist

### New Home Construction

- 3 Copies of plot plan
- Percentage of lot coverage
- Easements
- Plans - 1 Paper set (11" x 17"), 2 electronic sets (CD), containing PDF or TIFF:
  - Elevations
  - Percentage of brick calculations
  - Floor plans
  - Electrical plans
  - Door & window size
  - Stair & handrail detail
  - Ceiling joist layout
  - Roof plan
  - Engineered floor plans
  - Foundation plan – stamped with seal
- Engineer's letter for foundation plan
- 2015 Energy code compliance information

### Remodel/ Addition

- 2 Copies of plot plan showing:
  - Show area of addition
- 2 Copies of plans – 1 paper set (11" x 17"), 1 electronic (PDF or TIFF), if available
  - Foundation
  - Window & door sizes
  - Elevations
- 2015 Energy code compliance information

### Fire Smoke & Water Remodel

- 2 Copies of plot plan
- Scope of work with details
- 2015 Energy code compliance information

### Garage Conversion

- 2 Copies of plot plan
- 2 Copies of plans/drawings (11" x 17")
- 2015 Energy code compliance information