CARROLLTON TEXAS

Residential Dwelling

This section office use only						
Application #		Receipt #				
Cash ☐		CC ☐		Phone order ☐		
Check #		Balance due				
Permit type		Plan #		TIFF #		
Disk on file ☐						

Date		Tax ID # (If applicable)	

● 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

Job address							
Subdivision				Block		Lot	
Owner name				Phone			
Work description							
Valuation of work	$			Sales price	$		
Water meter size:	5/8" ☐		1" ☐		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

Permits are not emailed to applicant. To have the City mail the permit, please provide a 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

General Contractor (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	
Electrical Contractor (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	
Mechanical Contractor (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	
Plumbing Contractor (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 (minimum 11” x 17”), 2 electronic sets (PDF or TIFF), containing:
  - ☐ 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
- ☐ 2012 Energy code compliance information

Remodel/ Addition

- ☐ 2 Copies of plot plan showing:
  - ☐ Show area of addition
- ☐ 2 Copies of plans
  - ☐ Foundation
  - ☐ Window & door sizes
  - ☐ Elevations
- ☐ 2012 Energy code compliance information

Fire Smoke & Water Remodel

- ☐ 2 Copies of plot plan
- ☐ Scope of work with details
- ☐ 2012 Energy code compliance information

Garage Conversion

- ☐ 2 Copies of plot plan
- ☐ 2 Copies of plans/ drawings
- ☐ 2012 Energy code compliance information