Residential Dwelling Application

Date _____

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 _____ s.f. Garage area _____ s.f. Total area _____ s.f.

General Contractor
Company name _____ Carrollton ID# _____
Address _____ Phone no _____

Electrical Contractor
Company name _____ Carrollton ID# _____
Address _____ Phone no _____

Mechanical Contractor
Company name _____ Carrollton ID# _____
Address _____ Phone no _____

Plumbing Contractor
Company name _____ Carrollton ID# _____
Address _____ Phone no _____

ALL APPLICATION FEES ARE NON-REFUNDABLE *All credit card transactions include a 3% Convenience Fee*

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 or the approval of any inspections 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. State law requires compliance to the standards established by the International Residential Code and the International Energy Conservation Code. 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.

Applicant printed name _____ Signature _____

Phone _____ Cell _____ Fax _____

Call when ready _____ *or* Fax _____ *or* Mail to _____

Please provide a stamped, self-addressed envelope

**********Office Use Only**********

Disk on file ☐

Comments _____ Application # _____

_____ Plan # _____ Tiff # _____

_____ Cash _____ CC _____ Ph. order ☐

_____ Check # _____ / _____

_____ Balance due _____

_____ Receipt # _____ / _____

_____

CARROLLTON TEXAS
BUILDING INSPECTION
DEVELOPMENT SERVICES
1945 East Jackson Road, Carrollton, TX 75006 | 972.466.3225 | Fax: 972.466.3220
P.O. Box 110535, Carrollton, TX 75011-0535 | cityofcarrollton.com
Office Hours: Monday – Thursday 7:30 a.m. – 5:30 p.m. Friday 7:30 a.m. – 11:30 a.m.

Residential Dwelling Checklist

New Home Construction

_____ 3 Copies of plot plan
_____ A – Percentage of lot coverage
_____ B – Easements
_____ Plans - 1 Paper set (minimum 11” x 17”), 2 electronic sets (PDF or Tiff)
_____ Plans shall contain:
_____ 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
_____ 2009 Energy code compliance information

_____

_____

Remodel/ Addition

_____ 2 Copies of plot plan
_____ Show area of addition
_____ 2 Copies of plans
_____ Foundation
_____ Window & door sizes
_____ Elevations
_____ 2009 Energy code compliance information

_____

_____

Fire Smoke & Water Remodel

_____ 2 Copies of plot plan
_____ Scope of work with details
_____ 2009 Energy code compliance information

_____

_____

Garage Conversion

_____ 2 Copies of plot plan
_____ 2 Copies of plans/ drawings
_____ 2009 Energy code compliance information

_____

_____

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