

## New Residential Permit Checklist

- [ ] **Verify Zoning:** Check the official Zoning Map to verify that the proposed use of the property is permitted and the Zoning Ordinance to verify the area standards, setbacks and development standards for the zoning district.
- [ ] **Verify Platting:** Verify the lot is in compliance with all platting requirements of the town.
- [ ] **Permit Application** filled out completely.
- [ ] **Sprinkler Plan** (Houses with 5,000 sf or more of air-conditioned area): Plans are to be submitted by a licensed Fire Protection contractor to the Denton County Emergency Services District #1 (ESD) for review and approval then forwarded to the Town's Building Official. ESD#1 is located at 511 Gibbons Rd S, Argyle, TX 76226. (940) 464-4068
- [ ] **Site Plan to include:**
  - Legal Description (lot, block, subdivision)
  - Property lines and lot dimensions
  - Proposed structure and all existing buildings
  - All easements
  - Setbacks – approved setbacks for front, rear and sides of house must be shown on site plan
- [ ] **1 Set of house plans to include:** floor plan, exterior elevations, roof design, mechanical design (sizing calculations per Section 403.6 and minimum temperatures used for design meets Section 302.1), electrical design, plumbing design, construction details, window/door schedule, masonry on wood details, shear wall details.
- [ ] **Residential Energy Code Compliance Report (2009):** Energy Gauge; IC3; REM/Rate; or **Alternative Compliance Programs:** ENERGY STAR (Projected to meet ENERGY STAR Guidelines), LEED for Homes (Checklist and Registration Forms Completed), Green Built Texas (Proof of Registration)
- [ ] **Foundation Plan:**
  - Conventional Rebar Slab Foundation – Regionally Accepted Practices - Foundation Detail (refer to IRC) or Engineered plans or Post Tension Foundation – Engineered Foundation plans and letter. Must state foundation was designed for the soil conditions on that particular lot and the design criteria of the 200
- [ ] **Grading & Drainage Plan:** Must incorporate all information as required by the Town Engineer including, but not limited to, the proposed finish-floor elevations, location of existing structures, proposed building footprint and erosion control measures. Erosion control measures shall be installed to ensure that no sediment is discharged onto the Town's right-of-way, adjacent properties, or drainage facilities, such as easements or ponds.
- [ ] **Driveway approaches and drainage culverts** - Engineered plans. RCP Culverts only. Safety Ends.
- [ ] **Septic Application:** Septic application and plans prepared by a registered sanitarian. An affidavit to the public filed with the Denton County Clerk's office is required for aerobic systems.
- [ ] **Thumb Drive/(or send electronically)** all above plans in PDF.

***Contractor Registration required for General, Electrician (no fee), Plumber (no fee), Mechanical, Irrigator, and Backflow Tester.***

**All construction work must conform to the requirements of the following codes:**

2009 International Building Code (IBC)	2009 International Existing Building Code (IEBC)
2012 International Fire Code (IFC)	2009 International Plumbing Code (IPC)
2009 International Residential Code (IRC)	2009 International Energy Conservation Code (IECC)
2011 National Electrical Code (NEC)	