



201 Bolivar Street/PO Box 1729 \* Sanger, TX 76266  
940-458-2059(office)\*940-458-4072(fax)\*www.sangertexas.org

### **New Residential Permit Requirement Checklist**

Contractor must supply three (3) sets of construction drawings which contain the following specifications

\*Note: All property shall be properly platted before a permit will be issued.

**Residential Permit Application**

Complete residential application including owner's name, builder's name, subcontractor information, etc.

**Engineered Foundation plan**

- Engineered foundation layout
- Engineered foundation letter

**Energy Code Compliance Report**

**Site Plan**

- Drawn to scale with dimensions
- Drainage arrows
- North arrow
- Easements and building set-back lines
- Driveway location
- Include all structures on site
- Legal lot Description and lot address
- Include % lot coverage including main building, driveways, and parking, and any other concrete work, flat work, etc

**Floor Plans**

- Drawn to scale with dimensions
- Dimensions of rooms with use of rooms labeled
- Door and window sizes, and height of windows
- Room descriptions and ceiling heights
- 20 minute or solid core door between house and garage
- 1/2" gypsum board separation between house and garage

**Elevation Plans**

- All sides of house, street facing elevations to show all architectural features – exterior finishes, windows, and doors
- Roofing materials used
- Roof pitch
- Overhangs (including depth)
- Overall house height

**Electrical Plans**

- Light fixture locations
- Switches
- Electrical panel location and size
- Smoke detectors
- Carbon monoxide detectors
- Receptacles
- Arc-fault protection in all bedrooms
- GFCI protected receptacles in garage, bathrooms, kitchen counters, exterior locations
- Exhaust fans in bathrooms at showers and/or toilets
- Meter base location
- Air conditioning unit location

**Roof, Ceiling, & Floor Framing Plans**

- Floor/Ceiling framing plans
- Roof framing plans

**Stairway Section**

- Rise and run of stairs
- Handrail and guardrail height

**Wall Section**

- Anchor bolt size, spacing, and treated sill plate
- Wall stud spacing and wall top plate
- Exterior sheathing
- Brick tie spacing and weep hole spacing
- Footing and slab
- Exterior vapor retarder/house wrap
- Interior wall finish
- Siding/exterior finish material
- Joists size, spacing, and rim joist size
- Rafter size and spacing
- Roof type and felt type
- Wall and ceiling insulation with R-values to match Energy Code

**Braced Wall Panel or Wind Bracing Plans**

- Engineered Wall Bracing Plan

<input type="checkbox"/> New Construction
<input type="checkbox"/> Remodel



Permit # _____
Date _____

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**Residential Building Permit Application**

Site Address \_\_\_\_\_ Estimated Project Value \$ \_\_\_\_\_

Subdivision \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_ Zoning Classification \_\_\_\_\_ Lot (sf) \_\_\_\_\_

Description of Work \_\_\_\_\_ No of Bedrooms \_\_\_\_\_ No of Bathrooms \_\_\_\_\_ Remodel (sf) \_\_\_\_\_

1<sup>st</sup> Flr AC Area (sf) \_\_\_\_\_ 2<sup>nd</sup> (sf) \_\_\_\_\_ Total Bldg (sf) \_\_\_\_\_ Garage (sf) \_\_\_\_\_ Patio/Porch (sf) \_\_\_\_\_ Covered Lot Area % \_\_\_\_\_

**Applicant/Owner Information**

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Contractor Information**

Gen Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Elec Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Plumb Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mech Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Concrete Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

By signing below, I hereby certify that I am the owner (or) authorized agent of the owner of this property and that I have read and examined this application and know the same to be true and correct. I grant permission to the City of Sanger, Texas and its authorized agents to enter the premise and associated structures for the performance of official duties. 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.

\_\_\_\_\_  
 Applicant Name (please print)

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Approval (Building Official)

\_\_\_\_\_  
 Date