

City of Ladonia
 100 Center Plaza
 Ladonia, Texas 75449
 OFFICE: (903) 367-7011 FAX: (903) 367-7339

Residential Permit Application

Building Permit Number: _____ Valuation: _____ Zoning District: _____

Project Address: _____ Ladonia, TX Subdivision: _____ # of Stories: _____

Lot: _____ Block: _____ Area Sq Footage: Living: _____ Garage: _____ Covered Porch: _____ Total: _____

Scope of Work: _____

Project Description: New SFR _____ SFR Remodel/Addition _____ Accessory Building _____ Plumbing _____ Fence _____
 Mechanical _____ Lawn Irrigation _____ Swimming Pool _____ Electrical _____ Other _____

IS THIS PROEPRTY IN A FLOOD PLAIN ___YES ___NO If yes, provide Flood Plain Certificate

Owner Name: _____ Contact Person: _____

Address: _____

Email: _____ Phone #: _____

Contractor:
Contact Person:
Phone Number:
Email (required for all inspections)
Contract License Number:

A permit becomes null and void if work or construction authorized is not completed within 180 days, extension request must be made in writing, before expiration of permit. All permits require final inspection.

It shall be unlawful to use or occupy or permit the use or occupancy of any building or premises created, erected, changed, converted or altered or enlarged in its use or structure until a Certificate of Occupancy shall have been issued by the administrative official.

I hereby certify that I have read and examined this application and know the same to be correct and true. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local regulating construction or the performance of construction.

Signature of Applicant: _____ Date: _____

OFFICE USE ONLY:

Approved By: _____	Date: _____
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BV Project # _____

Total Permit Fees: _____
 Received By: _____
 Date: _____

New Residential Permit Submittal Requirements

CONSTRUCTION DOCUMENT SUBMITTALS: Two (2) copies of complete set of construction documents are required for plan review. Construction documents must be submitted along with a completed permit application form.

Site plans (plot plans) drawn to a scale of 1" = 20'. Site plans must show lot dimensions, footprint of building and distance from building to property lines, platted building lines, driveways, all easements, and the address and legal description of the lot.

Floor plans drawn to a scale of 1/4" = 1'. Floor plans must show all dimensions, room names, size and type of windows and doors, cabinets and fixtures, and ceiling heights.

Exterior elevation plans drawn to a scale of 1/4" = 1'. Exterior elevation plans must show exterior materials, windows and doors, roof slopes, chimneys, and overhangs.

Structural plans, where required, drawn to a scale of 1/4" = 1'. Structural plans must show second floor framing, ceiling framing, roof framing, headers, and beams.

Foundation plans (must be sealed by a State of Texas Licensed Engineer or Foundation Detail (Reference IRC) drawn to a scale of 1/4" = 1'. Foundation plans must show all dimensions, location and spacing of beams, location of post-tensioning cables (if applicable), location and sizes of rebar (if applicable), concrete specifications, slab thickness, beam sizes and details, post-tensions cable details (if applicable), other notes and requirements by the Engineer, and the address and legal description of the lot.

Engineer's foundation design letters. Letters must include a statement that the foundation has been designed specifically for soil conditions of listed lot and that design is in accordance with the building code, must be sealed by the State of Texas Licensed Engineer that designed the foundation plans, and must show the address and legal description of the lot.

Masonry on Wood details, if applicable. Masonry on wood details must be sealed by a State of Texas Licensed Engineer or built to the International Residential Code details.

Electrical plans (may be combined with floor plan) drawn to a scale of 1/4" = 1'. Electrical plans must show location of receptacles and other outlets, exhaust fans, smoke detectors, light fixtures, service equipment and panels.

Plumbing plans (may be combined with floor plan) drawn to a scale of 1/4" = 1'. Plumbing plans must show location of fixtures, water heaters, and gas outlets.

Energy Compliance Report.

New Residential Plan Review Checklist

Address: _____ Date Received: _____

____ (2) **Site Plans to include:**

Legal Description (lot, block, subdivision)

North area and scale

Property lines and lot dimensions

All easements

Proposed structure and all existing buildings

Setbacks for front, rear and sides of house must be shown on site plan

____ (2) **Residential Energy Code Compliance Report (Rescheck, IC3 report and Energy Star reports accepted.)**

____ (2) **Foundation Plans - Conventional Rebar Slab Foundation – Regionally**

Accepted Practices – Foundation Detail (Reference 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 IRC.

____ (2) **Sets of house plans to include: floor plan, exterior elevations, roof design,**

mechanical design, electrical design, plumbing design, construction details, window/door schedule, masonry on wood details, shear wall detail.

____ **Driveway approaches and drainage culverts - Engineered plans**

(Driveways accessing State Highways require a TXDOT permit)

____ **Contractor Registration required for General, Electrician, Plumber, Mechanical, Irrigator, Backflow Tester, Third Party Energy Provider**

Residential Remodel/Addition

What is an Addition – Any construction work done to the main building that results in the addition of square footage to the footprint of the house. Additions could be carports, covered patios, sunroom, bedroom or any other room enclosed or open that is attached to the main structure.

What is a Remodel – Any interior or exterior construction work to the main structure such as moving walls, replacing windows, any major electrical, plumbing, and/or mechanical work.

Permit Submittals

Residential Addition	Residential Remodel
Residential Permit Application	Residential Permit Application
(2) Simplified Prescriptive Approval. (IECC Residential Energy Code Compliance Form), if applicable	(2) If installing new windows as part of the remodel, Simplified Prescriptive Approval. (IECC Residential Energy Code Compliance Form)
(2) Sets of floor plans to include all Electrical, Mechanical and Plumbing.	(2) Sets of plans to include all Electrical, Mechanical and Plumbing, if applicable.
Contractor Registration - Electrician, Plumber, Mechanical	Contractor Registration - Electrician, Plumber, Mechanical
(2) Site plan showing distance from addition to property lines and other structures and showing all easements and existing structures on property.	N/A
(2) Foundation and Roofing plans	N/A

What do I need to install a Deck? - Because they are not covered, decks are not considered additions to the footprint of the house nor do they have to meet setback requirements. Any deck 30 inches off the ground requires a permit. Submit a residential permit application and a drawing showing the house and where the deck is to be constructed. Include the materials to be used and a description of how the deck will be anchored to the ground. Decks may not be placed in an existing easement.

Do I need a permit for a Concrete Patio? Concrete patios require a permit. Submit a site plan showing location of all buildings and proposed patio. Patios may not be placed in an existing easement.

Bureau Veritas Contact Information

Permit Submittal

The permit documents and fees will be submitted to the city. Submittal documents should be complete to expedite plan review and permit issuance. Please contact the city for a complete list of permit submittal requirements.

Plan Review

Bureau Veritas will be conducting residential and commercial plan reviews. The applicant will be contacted by Bureau Veritas if revisions are needed. You may contact Bureau Veritas' Plan Review Department for the status of your permit at (469) 241-1834 or toll free (800) 906-7199.

Inspection Requests

Please contact Bureau Veritas to request inspection(s). Any of our permit technicians can assist you. Inspections requested by 5:00 pm Monday – Friday will be performed the next business day. Inspection requests can also be faxed to the Bureau Veritas office.

Inspection line: (817) 335-8111 or (972) 980-8401

Inspection FAX line: (817) 335-8110 or (972) 980-8400

Toll Free number: (877) 837-8775

Toll Free FAX line: (877) 837-8859

Inspection requests can also be emailed to: inspectionstx@us.bureauveritas.com

Field Inspections

Inspectors assigned to your area can be contacted via cell phone. Please call the Bureau Veritas office at (817) 335-8111 or toll free (877) 837-8775 for your inspector's name and number.

We look forward to working with you to ensure that the community is provided with a safe and durable built environment.