



**REMODEL/ADDITION PERMIT
APPLICATION**

Only complete applications will be accepted.

PLEASE PRINT OR TYPE

City Received Date Stamp

Property Owner _____ Phone _____

Project Address: _____ Lot _____ Blk _____ Subdivision _____ Phase _____

Permit Type: Remodel _____ sq ft Addition _____ sq ft

Value of Construction \$ _____ Zoning Class _____

Total Lot Size _____ acres

Lot Width at Front Property Line _____ ft.

Lot Width at Rear Property Line _____ ft.

Lot Depth _____ ft.

Is this a Key Corner Lot? _____ Yes _____ No _____

Building Set Back Requirements [Refer to City Zoning Code]

Front Yard _____ ft Rear Yard _____ ft

Right Side Yard _____ ft Left Side Yard _____ ft

Exterior Finish Materials percentages:

Masonry _____ % Siding _____ %

Other: _____ %

Contractor Company Name	Contact Person	Phone	Registration Current with City For City Use Only*
General/Builder			Expiration Date _____
Electrical			Expiration Date _____
Plumbing			Expiration Date _____
Mechanical			Expiration Date _____

***Each contractor must register with the City and furnish a current State issued trade license and proof of Liability coverage.**

Plans must be submitted in triplicate and shall include:

- Building square footage, for each floor and garage
- Building elevations (all sides), material and Percentage
- Electrical & Plumbing
- All window and door sizes
- Plat with Surveyor Signature
(Must show all easements and foundation outline)
- Foundation plans by Registered Professional Engineer
(Site grading plan may be required)

Permit Base Fee: \$ _____

Electrical Fee: \$ _____

Plumbing Fee: \$ _____

Mechanical Fee: \$ _____

Total Permit Fee \$ _____

10% of total Permit fee will be charged for cancelled permits.

NOTICE: AN ISSUED PERMIT BECOMES INVALID IF THE WORK ON THE SITE AUTHORIZED BY THE PERMIT DOES NOT COMMENCE WITHIN 180 DAYS OF ISSUANCE, OR IF THE WORK ON THE SITE IS INCOMPLETE DUE TO SUSPENSION OR ABANDONMENT FOR A PERIOD OF 180 DAYS. AT LEAST ONE (1) CITY INSPECTION IS REQUIRED EVERY 180 DAYS. ALL PERMITS REQUIRE FINAL INSPECTION.

I HEREBY CERTIFY THAT I AM AN AUTHORIZED AGENT OF THE OWNER, AND HAVE THE OWNER'S CONSENT TO ENTER ONTO THE PROPERTY TO COMPLETE THE WORK. AFTER CLOSE REVIEW OF THIS APPLICATION, I FURTHER CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. THE WORK SHALL COMPLY WITH ALL PROVISIONS OF LAWS AND ORDINANCES, WHETHER SPECIFIED OR NOT. THE GRANT OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY FEDERAL, STATE, OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Signature _____

Date _____

Printed Name _____

Title _____

Original signature required. Permit and plans must be submitted at City Hall.

For City Use Only:

Fee Paid \$ _____ Cash Check # _____ CC Received by _____

Requirements for New Home Construction

1. All water valves, water meters and fire hydrants shall be located on the plat submitted with plans for approval.
2. Trash bins are required prior to any inspections.
3. No building supplies in ditch.
4. Street address shall be painted on the trash bin and be clearly visible from the street during construction. By the final inspection, the address shall be permanently attached to the mailbox and the house. It should be clearly visible at all times.
5. Building permit should be posted on the trash bin until home is bricked, then taped on inside of front window.
6. SWP3 needed through TCEQ for properties more than 1 acre. Erosion control fences should be in place in the ditches at all property lines prior to construction, additional fencing may be required. (Erosion control must be installed to Building Inspectors spec.)
7. Porto-lets are required on site prior to construction.
8. Parking will be allowed on one side of the street only, for fire safety.
9. Many home sites in Parker require a water tap and/or a fire hydrant.
10. Homes larger than 5250 SF (Living) may require a fire sprinkler system to be installed as directed by Ordinance.
11. Fire sprinkler systems may require a 2" tap at builders expense.
12. No garage shall face the front of the lot or side street of a corner lot.
13. First floor exterior siding must be 90% brick or Stone. Masonry products may be permitted in lieu of brick or stone provided a determination is made by the building official prior to construction.
14. Building pad must be elevated 12" above grade for proper drainage.
15. Homes being built on lots in a flood plain are required to have an Elevation Certificate (FEMA Form 81-31) signed by a certified land surveyor, engineer, or architect.
16. Prior to plumbing rough inspection, a form board survey of the site with surveyor signature and stamp must be on site with permit.
17. Provide the City with a copy of the septic tank permit issued by Collin County prior to plumbing rough.
18. The City of Parker currently follows the following codes:
 - 2000 International Building Code
 - 2000 International Residential Code
 - 2000 International Fire Code
 - 2000 International Plumbing Code
 - 2000 International Mechanical Code
 - 2000 International Fuel Gas Code
 - 1999 National Electrical Code
19. Culverts are to be RCP type, sized by the city and must be installed prior to plumbing rough.
20. The correct placement of culverts needs to be verified by the ditch monuments located at the property line. The builder shall be required to submit an as-built topographic survey (final survey) certified by a registered

All projects are:

**SUBJECT TO FIELD
INSPECTOR'S APPROVAL**

professional land surveyor showing the ditch and culvert elevations and showing that the line and grade have been restored as shown on the original construction plans. The certification and survey shall be submitted to the City of Parker prior to the building Final and Certificate of Occupancy. The builder and developer will be responsible for correct flow of ditches. Culverts will be set with $\frac{3}{4}$ -inch rock from 4" below flow line to $\frac{1}{2}$ way up the pipe, then embedded with sand to cover pipe.

Gravel will be placed from edge of pavement to 10' inside property line during construction or until flatwork is completed.

21. Fire extinguishers are required to be installed prior to final. (ABC TYPE).
22. All electrical wiring must be at least 12 gauge or larger.
23. All plumbing lines are to be embedded in sand.
24. The City approved plans and the foundation plans with your engineer seal must be on site for all inspections. A passing inspection report from the Engineer must also be on site giving approval to pour.
25. Brick ties must be installed prior to seconds inspections
26. Stairwells must be rocked with 5/8" fire code rock.
27. Vegetation must be established in ditches prior to final. Builders will be responsible for sodding ditches at the proper flow line.
28. Cold water ground is to be located at the water heater.
29. Mud on public streets, trash not being contained, will result in fines.
30. Electrical panel completely labeled for circuits used.
31. Smoke Detectors 110v w/battery backup at marked locations. 1) each bedroom 2) halls by bedrooms 3) outside bedroom door if bedroom is next to inside garage door 4) all smoke detectors to be on independent circuit 5) 2-story: one at the bottom and top of stairway.
32. Top of firebox to be framed at 6 feet.
33. Septic system plans, drawings, and final inspection must be filed with the city prior to house final.
34. The builder and/or the developer will be responsible for any damage to the sewer tap between the property line and the main. Do not allow your plumbers to dig within 10' of pavement (where applicable).
35. Water meters must be accessible at all times. If the water meter or radio is damaged during construction, the current fee for replacement will be assessed. There will be no more inspections until the fee is paid.
36. Sewer services must have one-way cleanout at property line (where applicable).

Signature required

I have read the above and understand that, the City Building Official will issue a Certificate of Occupancy only when the building and premises comply with Parker City Ordinances and the laws of the State of Texas.

Project Address: _____

Signature: _____ **Title:** _____

Printed Name: _____ **Date:** _____



PERMIT FEE SCHEDULE

WATER METER FEE (paid by separate check)

1" Water Meter Fee	\$2,000 with existing tap
1" Water Meter Fee	\$3,000 requiring tap
2" Water Meter Fee	\$4,500 requiring tap

WATER IMPACT (1 inch meter)	\$3,938.95
(2 inch meter)	\$15,755.82

SEWER TAP	\$1,000
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NEW/ADDITION/REMODEL CONSTRUCTION BASE FEE TABLE: (by square footage)

Permit fees are figured on total square footage under roof

001 to 500	\$ 250.00	2251 to 2500	\$1,250.00
501 to 1000	\$ 500.00	2501 to 3000	\$1,500.00
1001 to 1250	\$ 625.00	3001 to 3500	\$1,750.00
1251 to 1500	\$ 750.00	3501 to 4000	\$2,000.00
1501 to 1750	\$ 875.00	4001 to 4500	\$2,250.00
1751 to 2000	\$1,000.00	4501 or more	\$2,500.00 +
2001 to 2250	\$1,125.00		.50 PER/SQ. FT. IN EXCESS OF 4500

+ ELECTRICAL: .03 PER / SQ. FT.

+ PLUMBING: .03 PER / SQ. FT.

+ MECHANICAL: .03 PER / SQ. FT.

NOTE: All electrical, plumbing, and mechanical contractors must register their licenses with the City of Parker. It shall be the general contractor's responsibility to see that this is done. Failure to do so will result in forfeiting the Permit Deposit Fee.

+ NEW BUILDING PERMIT DEPOSIT FEE

\$ 1000.00

This is a refundable deposit, but non-transferable. This is to insure that the general contractor and the subcontractors shall abide to all City Codes and Ordinances. The following are some of the offenses that will result in deductions, or forfeiting of this fee:

- 1) Failure to keep trash contained and secure.
- 2) Mud on public roads.
- 3) Skipping inspections.
- 4) Damage to City Streets.
- 5) Allowing building to be occupied prior to building final.
- 6) In the event that the fines exceed the deposit, the contractor shall pay the City all fines prior to receiving a Certificate of Occupancy.
- 7) If the Building Official feels that the \$1000.00 deposit is insufficient, he may increase the fee up to 10% of the total value of the project.

OTHER PERMIT FEES

Demolition and removal	\$ 75.00
Driveway / Culvert	\$ 75.00
Electrical	\$ 75.00
Fence	\$ 75.00
Heating / Air	\$ 75.00
Lawn Irrigation and Backflow	\$ 75.00
Miscellaneous	\$ 75.00
Plumbing	\$ 75.00
Pool and fence – Above ground	\$ 75.00
Pool and fence – In ground	\$ 500.00
Spa	\$ 75.00
Structure Moving Permit	\$ 75.00

Withdrawn and/or Denied Permits 10% of Total Permit Fee

ACCESSORY/OUTBUILDING PERMIT FEES

Up to 1000 square feet:	\$ 100.00
1001 to 1500 square feet:	\$ 150.00
1501 to 2000 square feet:	\$ 200.00
2001 to 2500 square feet:	\$ 300.00

+ Plus (if applicable)	Plumbing	\$75.00
	Electrical	\$75.00
	Heating/Air	\$75.00

INSPECTION PROCEDURES BUILDING OFFICIAL

ATTENTION ALL BUILDERS,

The City of Parker is modifying inspection procedures in order to meet certain requirements as mandated by the State. Effective immediately the following will be a guideline for inspections and requirements of certain inspections.

It is our goal to provide you with your inspections as promptly as possible. Your cooperation in these procedures will allow you to get your permits issued sooner, your questions answered, and your inspections made in a timely manner.

To schedule an inspection you must call the inspection line (972) 442-6811 x 265, and leave a message. The voice mail will be checked twice daily, once at 8:00 a.m. to schedule inspections and after lunch to answer any questions. Same day inspections will not be granted. Inspections will be made at the inspector's convenience. Before calling in an inspection, walk your job to ensure you are ready. Once an inspection is called in, your inspection will be completed with-in 48 hours. Effective immediately the Inspectors will stop writing a punch list if the list extends to a second page. At that point you will be red tagged and a re-inspect fee applied, which must be paid prior to further inspections. As the builder you should be familiar with our inspectors and know what they look for.

1st Inspection

T-Pole, Trash Bin, Erosion Control, Grading, and Form Board Survey

(trash bin must have address posted and watertight container for reports; erosion control at property line in ditches and in drainage easements must be in place; form board survey on site; **all these items must be completed or inspection will be canceled and failed**)

2nd Inspection

Plumbing Rough, Culvert

(all plumbing must be embedded in sand, all cleanouts installed, water test on all lines; culverts installed and ditch monuments uncovered to show proper drainage; **all these items must be completed or inspection will be canceled and failed**)

3rd Inspection

Foundation

(an engineer inspection report, all copper in beams covered, water test on all lines; **all these items must be completed or inspection will be canceled and failed**)

4th Inspection (at this point, move the inspection reports inside where visible)

All Trades (framing rough, electrical rough, mechanical rough, catv, phone, low voltage wiring, and plumbing top out)

2000 International Building Code
2000 International Residential Code
2000 International Fire Code
2000 International Plumbing Code
2000 International Mechanical Code
2000 International Fuel Gas Code
1999 National Electrical Code

*NOTE: At this point all trash must be removed and all work completed ready for wall insulation, etc. An inspection for Fire Sprinkler System will be required at this point (before drywall).

5th Inspection

Temporary Utilities Release

(all electrical fixtures and devices must be installed, all plumbing fixtures and appurtenances set, all mechanical HVAC completed, all built-in appliances installed; all lights with bulbs, switches, outlets, GFCI's, fans, and other small motor circuits completed)

Upon passing this inspection the Utilities will be authorized for connection.

6th Inspection

Building Final

The standard practice for a Final Inspection is to be 100% complete which includes buildings, driveways landscaping. The following paper work should be completed and on-file with the City before scheduling your inspection; the Collin County Septic Inspections are completed (where applicable), Surveyed Plot Plan showing all structures, Finish Floor Elevation Certificate and all inspections reports.

- **No inspection will be scheduled if the water meter is buried.**
- **Some inspections may be canceled by the City due to weather.**
- **Flatwork may be called any time during construction process**
- **Homes being built where the floodplain touches the lot a FEMA Elevation Certificate is required. (FEMA Form 81-31)**
- **Covering up any work without an inspection is subject to forfeiture of deposit**
- **Red Tag Fees must be paid prior to requesting a re-inspection.**

NO BUILDING MATERIALS ALLOWED IN DITCH

FLATWORK MAY BE CALLED ANY TIME DURING CONSTRUCTION PROCESS

**REMEMBER FOR ALL QUESTIONS REGARDING PERMITS AND
INSPECTIONS, YOU MUST LEAVE YOUR MESSAGE AT
972-442-6811 EXT. 265, ONLY**

NO ONE IS AVAILABLE TO ASSIST YOU AT OTHER CITY PHONE EXTENSIONS