



PLANNING AND DEVELOPMENT

Residential Permit Submittal Requirements

The following items must be included with the application form: **Incomplete plans and/or applications will not be accepted and could delay your project.**

- A. **PERMIT APPLICATION:** Must be completed, dated, and signed.
- B. **2 COMPLETE SETS OF BUILDING PLANS**
 - a. Building Plans - Minimum sheet size 11"x 17".
 - b. Site or Plot Plan – Maximum size 11x17 (Prefer 8-1/2x11)
 - c. Dimensioned floor plan.
 - d. Typical section and/or joist framing plan.
 - e. Elevations with siding requirements.
- C. **2 TREE SURVEYS WITH DETAILS, IF REQUIRED**

See Tree Preservation Ordinance and Fee Schedule.
- D. **ENERGY CODE ANALYSIS** sheet filled out or REScheck printout submitted according to the 2003 IECC. REScheck is a free download from the U.S. Department of Energy at www.energycodes.org.
- E. **FIRE SPRINKLER SYSTEM** Automatic Fire Sprinkler Systems are required when living (conditioned) area exceeds 6000 square feet. **Sprinkler plans are to be submitted by a licensed Fire Protection Contractor to Reed Fire Protection, 2730 N. Stemmons Freeway, Suite 707 W. Dallas, TX.** (Fire Regulation Title VII sec. 7-2-4).

CURRENT CODES ARE:

2003 International Residential Code 2002 National Electrical Code
2003 International Plumbing Code 2003 International Mechanical Code
2003 International Fire Code 2003 International Energy Conservation Code

All NCTCOG Amendments & City of Boyd Amendments.

CONTRACTOR REGISTRATION/APPLICATION FORMS

- a. The GENERAL CONTRACTOR will submit the permit application form signed **by the sub-contractors** in the licensed trades (Plumbing, Electrical, and Mechanical) and other information as required.
- b. **ALL CONTRACTORS MUST have current state licenses numbers and insurance on file with the City of Boyd where applicable.**

PERMIT FEES-BUILDING FEES FOR A NEW HOUSE ARE AS FOLLOWS:

- Application Fee = \$35.00.
- Building = \$.17 per sq. ft. (total including upstairs, porches, garage, carports, etc.).
- Electrical = \$.07 per sq. ft. (total including upstairs, porches, garage, carports, etc.) + \$35.00 Temporary Service Pole.
- Plumbing = \$.06 per sq. ft. (total living or conditioned space).
- Mechanical = \$.06 per sq. ft. (total living or conditional space).
- Applicable impact fees to be collected at time of issuing permit.
- Utility connection fees, and other fees must be paid at **CUSTOMER SERVICE DESK** (City Hall) located at 100 East Rock Island Ave. 940-433-5166

PLANS REVIEW

- Our goal is to complete plan reviews within (2) working days, excluding day of submittal.
- Plan reviews will not begin until all applications are complete.
- Changes to approved plans must be submitted for approval.

REQUIRED BUILDING INSPECTIONS

- | | |
|--|------------------------|
| 1. Lot Inspection or Set-back Inspection | 7. Plumbing Top Out |
| 2. Plumbing Rough | 8. HVAC Rough |
| 3. Foundation (Pier holes) | 9. Insulation |
| 4. Temp-pole | 10. Gas Test (specify) |
| 5. Framing | 11. Temp-Release |
| 6. Electrical rough | 12. Finals |

FINAL INSPECTION

It is the responsibility of the permit holder to obtain final inspection prior to the expiration of the permit. By Ordinance, Building Permits require construction to commence within 30 days and be completed within 1 year of date of permit. If circumstances require, an extension may be granted upon written explanation/request.



CITY ORDINANCE

Site Maintenance Requirements

Chapter.1 Sect. 108.4.1 Construction site maintenance requirements.

(a) With respect to any construction, enlargement, alteration, repair, improvement, removal, conversion or demolition of any building or structure for which the issuance of a permit is required under this chapter, the building official may require the following as conditions for the issuance of such permits:

- (1) The building or construction site shall be maintained daily in a clean and sanitary condition, lightweight materials shall be secured and debris shall be contained and removed from the site on a regular basis to prevent littering on adjacent properties or rights of way, and
- (2) Sanitary restroom facilities be made available to the on-site workers, if required.

(b) Failure to maintain either of the facilities enumerated in subsection (a) of this section in accordance with the terms of said subsection, when required by the building official, shall constitute grounds for the immediate suspension of the permit for the project. The building official shall reinstate a permit suspended for violation of subsection (a) of this section upon compliance with the terms of that subsection.

(Ord. No. 108.4.1)



Boyd Water and Wastewater Impact Fees

Effective September 5, 2006, the City of Boyd implemented the water/wastewater impact fees based on the size of meter used on a project.

Standard Unit Water Impact Fee: \$600

Standard Unit Wastewater Impact Fee: \$600

Water Meter Size:	Water Impact Fee:	Wastewater Impact Fee:	Total Fee Due:
3/4"	\$600.00	\$600.00	\$1,200.00
1"	\$750.00	\$600.00	\$1,350.00
1 1/2"	\$1,450.00	\$600.00	\$2,050.00
2"	\$1,750.00	\$600.00	\$2,350.00
3"	\$Based on cost	\$600.00	\$Based on cost
4"	\$Based on cost	\$600.00	\$Based on cost
6"	\$Based on cost	\$600.00	\$Based on cost
8"	\$Based on cost	\$Based on cost	\$Based on cost



RESIDENTIAL ENERGY CODE

Inspectors will look for the following items when doing Energy Code inspections:

At Rough Mechanical:

Inspection

Duct insulation:

Inside the building but outside the conditioned area – R5 _____

Outside the building – R8 _____

Ducts inside the building but outside the conditioned area _____

require a vapor retarder of 0.05 perm, or aluminum foil of 2 mils _____

Joints and seams of approved mastics, tapes or other approved _____

Material (mastic is encouraged; “duct tape” is not permitted). _____

Piping insulation:

Confirm window and door rough openings match approved plans _____

At Framing:

(This is an extra inspection that must be called after the framing inspection and after insulation is installed, but before any gyp board is installed).

Penetrations (plumbing, electrical, HVAC, etc.) in top and bottom plates, and penetrations in the exterior weather barrier are sealed with foam or other approved sealant to prevent transfer of air with exterior, attic or under floor space _____

Check all insulation that will be concealed, e.g. wall, floor, vaulted ceiling, skylight shafts 12” or more in depth, etc. for compliance with the R values required _____

Check glazing NFRC stickers for UF and SHGC ratings (skylight stickers or certification letters to be placed on kitchen counter) _____

Check door UF stickers (or use default IECC Table 102.8.2(2))
One door is exempt from U-factor, Section N1102.1.3 _____

At Final:

Weather stripping of doors, windows or other penetrations

Attic door, hatch or pull down stair that separates attic space from Conditioned air must be insulated _____

Check HVAC equipment size and ratings (outside unit is permitted To not be set until occupancy occurs) _____

Attic insulation for correct R value _____

(Blown-in insulation requires a certification stating the R-value, initial installed thickness stated in 1” high numbers, settled thickness, coverage area, and number of bags of insulating material. Certificate to be attached to truss, rafter or joists near the attic access.) _____



DATE: _____

Planning & Development
Residential Building Permit Application
Permit # _____

Enclose a Site or Plot Plan

Project Address: _____ Subdivision _____ BLK ___ LOT ___

Contractor: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip _____

Is the above party responsible for utilities during construction? Yes ___ No ___

Job Value (total project cost): _____

Project Area:(under roof) _____ Porch Area: _____ Garage Area: _____

Living Area: _____ No: Stories: _____ No. Bathrooms: _____ No. Bedrooms _____

Water Supply: Public _____ Private _____ Sewage: Public _____ Private: _____

Total Electric: Yes ___ No ___ Gas: Yes ___ No: _____

Electric Company: TXU _____ OTHER _____ WISE COUNTY CO-OP _____

Electric Service : Overhead _____ Underground _____

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 does not presume to give authority to violate or cancel the provisions of any other state or local laws, ordinances or regulations. The issuance of a permit neither exempts nor modifies any covenants, deed restrictions, city ordinances and or state or federal laws, whether herein specified or not. **Questions please call 940-433-5166.**

Applicant Name: _____ (Phone)# _____

Signature



ACKNOWLEDGEMENTS

***ALL INFORMATION MUST BE COMPLETED BY THE MASTER LICENSED TRADE CONTRACTOR BEFORE A PERMIT ISSUED (Original Signatures Required)**

Construction Site Address: _____

General Contractor: _____ Phone: _____

E-Mail Address: _____ Cell Phone: _____

ELECTRICIAN'S STATEMENT

I, _____, do acknowledge that I will be doing the electrical work for the
(Print Name)
construction at the above stated address. I further acknowledge that above stated contractor will be
obtaining the electric permit for this project.

(Date)

(Signature)

(Company Name)

(Phone Number)

(License No. & Expiration)

PLUMBER'S STATEMENT

I, _____, do acknowledge that I will be doing the plumbing work for the
(Print Name)
construction at the above stated address. I further acknowledge that above stated contractor will be
obtaining the plumbing permit for this project.

(Date)

(Signature)

(Company Name)

(Phone Number)

(License No. & Expiration)

MECHANICAL/HVAC STATEMENT

I, _____, do acknowledge that I will be doing the mechanical work for the
(Print Name)
construction at the above stated address. I further acknowledge that above stated contractor will be
obtaining the mechanical permit for this project.

(Date)

(Signature)

(Company Name)

(Phone Number)

(License No. & Expiration)



PERMIT FEES

Application Fee; _____

Building Fee; _____

Electrical Fee; _____

Plumbing Fee; _____

Mechanical Fee; _____

Water/ Sewer Impact Fees; _____

Total Fees due for permit; _____