

# CITY OF TYLER RESIDENTIAL BUILDING PERMIT APPLICATION

Application Date: \_\_\_\_\_ Permit No. \_\_\_\_\_

Address \_\_\_\_\_ Lot \_\_\_\_\_ Blk \_\_\_\_\_

Is structure located in a flood plain? Yes \_\_\_\_\_ No \_\_\_\_\_

Estimated Cost of Project \$ \_\_\_\_\_ Sq Ft under roof \_\_\_\_\_ # of Stories \_\_\_\_\_

Type of Construction:

<u>New Construction</u>	<u>Addition / Remodel</u>
<input type="checkbox"/> New Single Family	<input type="checkbox"/> Addition
<input type="checkbox"/> New Duplex	<input type="checkbox"/> Remodel * <b>See Note</b>
<input type="checkbox"/> New Multi-Family (# of Units _____ )	<input type="checkbox"/> Driveway Permit
<input type="checkbox"/> Mobile Home	<input type="checkbox"/> Grading Permit
<input type="checkbox"/> Swimming Pools	<input type="checkbox"/> Other _____

**\* Note:** If residence was built prior to 1978 and work is being done by anyone other than the homeowner, on their own homestead, the Lead PRE Rule, governed by the Environmental Protection Agency, must be complied with. Have you provided the owner and/or tenant with the EPA-approved lead information pamphlet? Yes \_\_\_\_\_ No \_\_\_\_\_

**NOTE: IF REMODEL, ADDITION, OR OTHER INDICATE YEAR BUILT \_\_\_\_\_**

**PLEASE DESCRIBE BRIEFLY WHAT IS TO BE DONE:** \_\_\_\_\_

WILL ANY FILL MATERIAL BE USED UNDER FOOTINGS? YES \_\_\_\_\_ NO \_\_\_\_\_

IF THE ANSWER IS YES, HAS A SOIL & COMPACTION TEST BEEN DONE? YES \_\_\_\_\_ NO \_\_\_\_\_

**\*\*\* SOIL COMPACTION TEST RESULTS MUST BE PROVIDED TO THE CITY \*\*\*  
PRIOR TO ANY INSPECTIONS BEING DONE.**

**Are there any Retaining Walls 4' or more in height? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, an engineered drawing with Engineer's seal and signature is required.**

### OWNER INFORMATION

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

### CONTRACTOR INFORMATION

Company: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip: \_\_\_\_\_

**All provisions of the City of Tyler's Codes, Ordinances, and regulations will be complied with in the construction, alteration or repair of said building herein specified or not.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

## FOR OFFICE USE ONLY

### FLOODPLAIN ADMINISTRATOR

Designated Flood Zone \_\_\_\_\_ Panel No. \_\_\_\_\_

Effective Date \_\_\_\_\_

If in Zone "A" or "AE", then a separate Floodplain Development Permit is required.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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### PLANNING & ZONING DEPARTMENT

Zone District: \_\_\_\_\_ Designated Tyler Historical Landmark: Yes \_\_\_\_\_ No \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

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### DEVELOPMENT SERVICES PLAN REVIEW

International Code Council Valuation: \$ \_\_\_\_\_ Date Resubmitted: \_\_\_\_\_

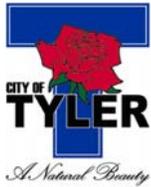
Permit Fee: \$ \_\_\_\_\_ Plan Check Fee: \$ \_\_\_\_\_ Total: \$ \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**City of Tyler**  
**Residential Plan Review System**  
 423 W. Ferguson • Tyler, Texas 75702  
 P.O. Box 2039 • Tyler, Texas 75710

**Development Services Department 531-1171**  
 Building Inspections 531-1151    Planning & Zoning 531-1175  
 Fire Administration 535-0005    Traffic Engineering 531-1201  
 Engineering Services 531-1126

**TO SCHEDULE AN INSPECTION CALL 531-1186**

## Residential Plans Review Checklist

The following items are required to be turned in with completed application:

If any of the items below are incomplete or missing the application **will not be accepted** for review.

New	Addition	Remodel	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Two full sets of plans.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plans are at least 11" by 17" and drawn to scale.
<input type="checkbox"/>	<input type="checkbox"/>		Site Plan.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floor plan.
<input type="checkbox"/>	<input type="checkbox"/>		Front, back, and side elevation drawings.
<input type="checkbox"/>	<input type="checkbox"/>		Foundation and wall construction details.
<input type="checkbox"/>	<input type="checkbox"/>		Door and window schedule.
<input type="checkbox"/>	<input type="checkbox"/>		Retaining wall details signed and sealed by a Professional Engineer (P.E.)
<input type="checkbox"/>	<input type="checkbox"/>		Residential Energy Code Compliance or City of Tyler Simplified.

Plans will not be accepted until all submittals are complete. This sheet is intended as a guide and may not be completely exhaustive of all requirements. Your Design Professional in charge may need additional items based on your site and proposed improvements.

City code section references found with each item may be fully researched online at [www.cityoftyler.org](http://www.cityoftyler.org) under the business header.

**Acknowledgment of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Parcel Review

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>		Dimensions of lot drawn to scale. (Sec. 6-11)
<input type="checkbox"/>	<input type="checkbox"/>		Right-of-Way lines shown. (Sec. 6-11)
<input type="checkbox"/>	<input type="checkbox"/>		Lot is platted. (Sec. 10-101.d )
<input type="checkbox"/>	<input type="checkbox"/>		Zoning is appropriate for use. (See individual sections based on zoning beginning at (Sec. 10-20 )
<input type="checkbox"/>	<input type="checkbox"/>		Lot, block, and address are correct. (Sec. 6-11)
<input type="checkbox"/>	<input type="checkbox"/>		Total area of lot and area of buildings calculated. (Sec. 6-11)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Easements on lot shown . (Sec. 6-11)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floodways and floodplains shown. (Sec. 6-11)
<input type="checkbox"/>	<input type="checkbox"/>		Existing or proposed improvements shown, including curbs, storm sewers, signs, utility poles, driveways, and parking areas. (Sec. 6-11)

## Building Site Review

<input type="checkbox"/>	<input type="checkbox"/>		Setbacks are protected. (Sec. 10-27 )
<input type="checkbox"/>	<input type="checkbox"/>		Adequate building separation. (See individual sections based on zoning beginning at (Sec. 10-27)
<input type="checkbox"/>	<input type="checkbox"/>		Below maximum building height. (Sec. 10-27)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Minimum finished floor elevation is met. (Sec. 10-561 - 565)
<input type="checkbox"/>	<input type="checkbox"/>		Finished floor elevations appropriate. (Sec. 10-561)
<input type="checkbox"/>	<input type="checkbox"/>		Backflow prevention devices are used. (Sec. 19-37)
<input type="checkbox"/>	<input type="checkbox"/>		Erosion control plan is accurate and sufficient. (Art. VII Div. E Sec. 10-520)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Retaining walls of 4 feet in height or greater have engineered plans and a professional engineer's stamp. (Sec. 10-331, 10-331,e)
<input type="checkbox"/>	<input type="checkbox"/>		Appropriate amount of required landscaping shown. (Sec. 10-291)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Flagpoles are below maximum height. (Sec. 10-411)

## Public Improvements

<input type="checkbox"/>	<input type="checkbox"/>		Street is:
			<input type="checkbox"/> existing. <input type="checkbox"/> to be constructed. <input type="checkbox"/> escrowed. (Art. IV, Div. E, Sec. 10-140 – 10-142)
<input type="checkbox"/>	<input type="checkbox"/>		Curbs are:
			<input type="checkbox"/> existing. <input type="checkbox"/> to be constructed. (Sec. 10-140)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Accessible sidewalks and ramps are provided. (Art V, Div. E, Sec. 10-230)
<input type="checkbox"/>	<input type="checkbox"/>		Water and sewer lines are :
			<input type="checkbox"/> in service area. <input type="checkbox"/> extensions to be constructed. (Sec. 10-140, Sec. 19-10)

## Driveways

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>		All-weather parking surface in place. (Sec. 10-350)
<input type="checkbox"/>	<input type="checkbox"/>		Driveway size and location is appropriate. (Art V, Div. D, Sec. 10-213)
<input type="checkbox"/>	<input type="checkbox"/>		Driveway construction is of approved City standard (Sec. 10-217 – 10-218)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Shared drives and parking filed a joint use/access agreement. (Sec. 10-218, e. 3)