

200 Old Annetta Road, Aledo, Texas 76008

RESIDENTIAL BUILDING PERMIT APPLICATION

(817)-441-6848 permits@aledotx.gov

Property Owner name: _____

Job Address: _____

Legal Description: Lot No. ____ Block No. ____ Tract/Subdivision: _____

Building Contractor: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: (____) _____

Email: _____

Class of Work: New _____ Addition _____ Remodel _____ Accessory Building _____

Description of Work : _____

Square Feet of Structure: **Total AC SQ FT:** _____ **Total Under Roof SQ FT:** _____

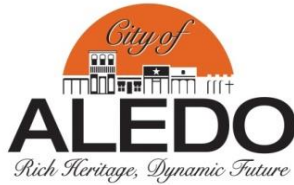
NOTICE: This permit becomes null and void if work or construction authorized is not commenced within **180** days, or if construction or work is suspended or abandoned for a period of **180** days at any time after work is commenced.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provision 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 State of Local Law regulating construction or the performance of construction.

Signature Contractor/Owner

Date

DOCUMENT



SUBMITTAL CHECKLIST

Please use this checklist to aid in preparing a complete building permit application package. Most permit processing delays are the result of incomplete or inadequate permit submittal information. Please **initial** each line as you identify that your submittal contains the required information, place **N/A** on the lines that do not apply to your specific project, and then submit this checklist with your application. Ask the Permit Technician if you need supplemental information to assist you with preparing the required documents.

PLEASE UNDERSTAND THAT THE FEE FOR THE DRIVE APPROACH PERMIT, FENCE OR RETAINING WALL PERMIT AND IRRIGATION PERMIT MAY BE ADDED TO THIS PERMIT BUT MUST BE SUBMITTED AS SEPARATE PERMIT DOCUMENTS.

The City of Aledo has adopted the following codes on 1-26-2017 (Ordinance 2017-073 §1)	
2015 International Residential Code	2015 International Plumbing Code
2015 International Mechanical Code	2015 Energy Conservation Code
2015 International Fire Code	2014 National Electrical Code
2015 International Fuel Gas Code	

IF YOUR PERMIT DOCUMENTS ARE NOT COMPLETE YOUR SUBMITTAL WILL NOT BE ACCEPTED.

PLEASE COMPLETE AND SUBMIT THE FOLLOWING:

INITIAL EACH SECTION

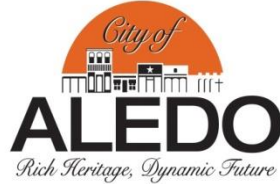
Office	Applicant	
		NEW BUILDING AND/OR ADDITION
		Application & Project Information Sheets (page 1-4)
		Two (2) full sets of construction drawings (18"x24") (appropriately scaled to fit sheet – min 1/8"=1' scale). This must include elevations, roof/ceiling framing plan and floor framing plan (include all beams)
		Two (2) copies of proposed survey/site plan (11"x17") Minimum scale 1"=20'
		Two (2) copies of energy code Res-Check Report (not required for unconditioned space)
		Two (2) copies of Braced Wall Design (stamped by Texas Licensed Engineer)
		Two (2) copies of foundation design & detail (18"x24") (Stamped by Texas Licensed Engineer) (provide a form board survey on site at time of plumbing rough inspection)
		Application for Utility Service - the utility deposit is already included in the building permit overviews of fees, so a separate check is not required.
		REMODEL – (interior work only)
		Application & Project Information Sheets (page 1-4)
		Two (2) complete full-size set of construction drawings (18"x24") (min 1/8" scale)
		Two (2) copies of existing survey/site plan (11"x17")
		Two (2) copies of energy code Res-Check Report – (or Prescriptive Path)
		One (1) completed Contractor Acknowledgement form

PROJECT INFORMATION SHEET

RESIDENTIAL BUILDING APPLICATION

NEW BUILDING QUESTIONS	ANSWERS	√ If Not Applicable
What is the total square footage of the conditioned space?	Sq. ft.	
What is the square footage of the garage?	Sq. ft.	
What is the square footage of all attached porch/deck?	Sq. ft.	
Number of parking spaces in Garage (must have 2 min. if new)	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	
How many stories?	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	
How many bedrooms?	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	
How many bathrooms?	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	
REMODEL AND ADDITION QUESTIONS		
How many stories of your existing building (if addition)?	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	
What is the square footage of your proposed addition?	Sq. ft.	
What is the total square footage of the area you are remodeling?	Sq. ft.	
IRRIGATION QUESTIONS		
Are you installing a new irrigation system?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Are you expanding an existing irrigation system?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
UTILITY QUESTIONS		
Are all your utilities electric?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Are you going to need a gas meter?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
SEPARATE PERMIT QUESTIONS		
Are you installing a driveway?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Are you installing a fence?	<input type="checkbox"/> YES <input type="checkbox"/> NO	

All Contractors must register with the City of Aledo and carry liability insurance



RESIDENTIAL BUILDING PERMIT APPLICATION
CONTRACTOR ACKNOWLEDGEMENTS
permits@aledotx.gov

ONLY individual contractors **MUST COMPLETE AND SIGN** this form. If your State License or COI (Certificate of Insurance) is expired the permit you are working will be invalid and will not be issued or may be cancelled by the Building Official.

Construction address: _____

Building Contractor: _____

MASTER ELECTRICIAN'S STATEMENT:

I, _____, do acknowledge that I ***will be doing the electrical work*** for the construction at the above stated address.

_____/_____/_____
 (Date) (Master Signature) License # Exp. Date Cert. of Insurance exp date

 (Company name, address, & phone number)

MASTER PLUMBER'S STATEMENT:

I, _____, do acknowledge that I ***will be doing the plumbing work*** for the construction at the above stated address.

_____/_____/_____
 (Date) (Master Signature) License # Exp. Date Cert. of Insurance exp date

 (Company name, address, & phone number)

MECHANICAL/HVAC STATEMENT:

I, _____, do acknowledge that I ***will be doing the mechanical/HVAC work*** for the construction at the above stated address.

_____/_____/_____
 (Date) (Master Signature) License # Exp. Date Cert. of Insurance exp date

 (Company name, address, & phone number)

Applicants~

ALL plan applications, corrections/revisions/addendums, must be sent to the permit coordinator via the drop box, instructions below.

All requests for inspections must be submitted to the permit coordinator at permits@aledotx.gov and must be received by 4:00pm the day before the inspection is needed.

Drop Box info

Contact Permit Coordinator for log in information.

Once logged in click on the contractor folder. Create a folder for the name of the project and insert the required documents. Please notify us via email when complete so the plans and forms can be submitted for review.

Thank you

Commercial submission format:

- [Civil Sheets, Architectural Sheets, Structural Sheets and MEP Sheets](#)

Residential submission format:

File Name	File Content
1. Bldg. Permit Application	1-4 pages
2. City Utility Application	1 – page
3. Temp Power Letter	1 – page
4. Energy Compliance Path	Compliance Path form with Energy Compliance Report
5. Site Plan	Typical Site plan with Drive Approach Dimensions, Driveway Dimensions, Fence location and materials
6. Elevations-Floor Plans	All Elevations, All Floor Plans, Electrical layout, etc
7. Engineering Foundation Plan	Engineering Foundation Letter with Plans
8. Engineering Wind Bracing Plan	All Wind Bracing plans and Details
9. Framing Plans	Roof Framing layout, Roof Framing Plan, Ceiling Joists, Second Floor Framing or (One Story Panel and Truss Comment)
10. Irrigation Permit Application	(If part of permit) Application signed by licensed irrigator and Plans-Can be deferred to later and have irrigator pick up and pay for

- **Drive approach application no longer needed-include info on the site plan**
- **Fence permit application no longer needed-include info on the site plan**