

CITY OF STAGECOACH
P&Z CHECKLIST FOR APPROVAL OF BUILDING PERMIT APPLICATION

OWNER: _____

Property Location: _____

Date(s) Reviewed: _____

- _____ 1. Application with signatures of Builder and Owner (p 16, 12B.a.1)
- _____ 2. Hold points initialed by builder (p 17, 12B.a.2)
- _____ 3. Described by section and lot number on Application
- _____ 4. Proof of ownership (p 16, 12B.a.1b)
- _____ 5. Compliance with timbering restrictions (p 15, 10G)
- _____ 6. Certificate of Lot in Relation to 100 Year Floodplain (p 16, 12B.a.1a)
- _____ 7. If in floodplain, certificate of elevation and plat showing location and elevation in relation to areas of special flood hazard submitted to Floodplain Administrator (p 11, 7E) (O-2018-258)
- _____ 8. If in floodplain, Floodplain Development Permit (O-2018-258)
- _____ 9. County approved septic system permit and drawings (p 16, 12B.a.1c)
- _____ 10. Copy of soil test for foundation design (p 10, 7D)
- _____ 11. Two (2) copies of plot plan, to scale, showing location and size of building(s) (p 16, 2B.a.1e)
- _____ 12. Minimum lot area (p 14, 10C)
- _____ 13. Minimum lot roadway frontage (p 14,10C)
- _____ 14. Minimum distance from street (p 14, 10C)
- _____ 15. Less than 20% of lot area (p 14, 10D)
- _____ 16. Side yard greater than 15 feet wide (p 15, 10E)
- _____ 17. Rear yard greater than 25 feet deep (p 15, 10E)
- _____ 18. Residence fronts on street (p 15, 10F)
- _____ 19. Two (2) copies of detailed architectural plans certified by a **Texas licensed architect (or engineer)** as conforming with the IBC or IRC and NEC (No stick-on labels)
At least one set of plans must be no smaller than 18" x 24" (p 10, 7D)
- _____ 20. Two (2) copies of detailed foundation and framing plans, certified by a **Texas licensed structural engineer** as conforming with the IBC or IRC (No stick-on labels) (p 10, 7D)
- _____ 21. A complete set of drawings includes the following: _____ Title Sheet; _____ Floor Plans, _____ Roof Plan, _____ Site Plan, _____ Wall Sections and Details, _____ Electrical Plans, _____ Foundation Plans, _____ Detailed Specifications, and _____ Exterior Elevations
- _____ 22. Detailed elevation rendering (p 10 7D)
- _____ 23. Constructed of raw materials (not pre-assembled off-site) (p 10, 7C)
- _____ 24. One family residence (p 12, 10A.1)
- _____ 25. Garage or carport (p 12, 10B.1))
- _____ 26. Unattached garage or accessory building not closer to street than residence (p 11, 8E)
- _____ 27. Accessory building not taller than or exceed sq. ft. of principle residence (p 11, 8C)
- _____ 28. Minimum living area (p 14, 10C)
- _____ 29. Correct fee _____ (Appendix B)