



RESIDENTIAL BUILDING PERMIT

All projects must comply with City of Oak Ridge North land use, zoning, and building code requirements. Construction plans must be designed in accordance with the City of Oak Ridge North adopted codes. **One PDF digital copy** of the plans and all supporting documents, must accompany the application. If new water and/or sewer taps are required, please include the water and sewer tap application. If a new driveway is proposed, please include the driveway application. The building permit fees applicable to the issuance of residential building permits shall be based on the total square footage of the building or work area at a rate of \$0.72 per square foot. Plan review is included in this fee. Detached accessory structure permit fees are based on job valuation. The plan review fee for detached accessory structures is ½ of the permit fee and is required at time of submittal. The remaining fees are due at permit issuance. Permit fees may also be found on our Fee Schedule.

Please complete and submit the application and all necessary accompanying forms by email to: permits@oakridgenorth.com. or deliver PDF copy to the permit office located in City Hall at the address located at the bottom of this page. **Submitting an incomplete application will result in the application being denied.** The applicant will receive the City’s written comments, and notification of any additional requirements, within 20 business days.

- **ALL INSPECTIONS MUST BE CALLED OR EMAILED IN 24 HOURS IN ADVANCE.**
- **INSPECTION REQUEST LINE. (832)381-3298. EMAIL: INSPECTIONS@OAKRIDGENORTH.COM**
- **PLANS MUST BE TO SCALE.**

SUBMITTAL CHECKLIST

| Please make sure all of the following information is included on the plans or addressed in the submittal. “N” denotes information required for most new construction. (Additional information may be required) “R” denotes information required for most interior remodels. (Additional information may be required) | | YES | NO | N/A |
|--|---|-----|----|-----|
| N,R | Is the property legally platted or subdivided? A permit may not be issued if the parcel where the building permit is required is part of another lot or tract of record. | | | |
| N,R | Is the property in a floodplain? If yes, elevation certificates will be required. | | | |
| N,R | Plans designed in compliance with the 2018 version of the International Residential Code. | | | |
| N | Plot plan of proposed and existing structures with easements, driveways, set-backs, and proposed drainage shown. | | | |
| N | Finish floor elevations shown or note that finished floor must be a minimum of one foot above the crown of the road or top of curb whichever is greater. | | | |
| N | Foundation plans certified by an engineer licensed by the State of Texas. | | | |
| N,R | Floor plan showing all existing and proposed conditions. | | | |
| N,R | All window and door sizes and type shown; Safety glass or tempered glass to be noted in hazardous locations; | | | |
| N,R | Smoke detectors shown in all bedrooms and areas outside, adjacent to the bedrooms. | | | |
| N | Framing plan showing wall details, stud, joist, and rafter grade, sizes, and spans. | | | |
| N,R | Plumbing plans with details and specifications. | | | |

City of Oak Ridge North

27424 Robinson Road • Oak Ridge North, Texas 77385

(832)381-3301 • Fax (281) 367-7729

| | | | | |
|-----|---|--|--|--|
| N,R | Electrical Plans showing all lighting, and receptacles. | | | |
| N,R | Mechanical Plans with details and specifications. | | | |
| N | Water and Sewer Tap Application (if applicable). | | | |
| N | Driveway Application (if applicable). | | | |
| N | Energy code compliance certificate (RES <i>check</i>) as published on the U.S. Dept of Energy website (www.energycodes.gov). Energy compliance based on the 2018 IECC | | | |

APPLICATION CONTINUED ON NEXT PAGE

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| PROJECT LOCATION | | | | |
|------------------------------|------------------------|----------------------|--------------------|-------------|
| 911 Assigned address: | | | | |
| Subdivision: | | | Lot: | Blk: Sec: |
| PROJECT INFORMATION | | | | |
| New Construction | Addition/Remodel | Accessory Bldg | Other: | |
| Number of stories: | Number of bedrooms: | Number of bathrooms: | Bldg Valuation: \$ | |
| Area 1 st Floor: | 2 nd Floor: | Garage: | Covered Porches: | Total Area: |
| Brief Description of Work: | | | | |
| | | | | |
| | | | | |
| OWNER INFORMATION | | | | |
| Name: | | Phone: | Fax: | |
| Address: | | | | |
| Email: | | | | |
| CONTRACTOR INFORMATION | | | | |
| Name: | | Phone: | Fax: | |
| Address: | | | | |
| Email: | | | | |
| POINT OF CONTACT INFORMATION | | | | |
| Name: | | Phone: | Fax: | |
| Title: | | | | |
| Address: | | | | |
| Email: | | | | |

The undersigned Owner/ Agent/ Contractor, has read all of the information contained in this application, agrees to conform to all applicable Federal, State, and local laws, and certifies the information provided herein is true and correct.

Signature of Applicant

Printed Name

Date

How do you prefer to receive correspondence? Please circle one.

Mail,

E-Mail,

Fax,

Pick-up.

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Residential Work Exempt From Permit

Building

1. Painting, papering, tiling, carpeting, cabinets, counter tops, and similar finish work.
2. Prefabricated swimming pools that are less than 24 inches deep.
3. Swings and other playground equipment.

Electrical

1. The replacement of lamps, or the connection of portable electrical equipment to suitable permanently installed receptacles.
2. The installation, alteration, or repair of electrical equipment for the operation of signals or for the transmission of intelligence by wire by a communication agency.
3. The installation, alteration or repair of electrical equipment installed by or for an electrical supply agency for the use of such agency in the generation transmission and distribution of electricity.

Plumbing

1. The stopping of leaks in drains, water, soil, waste, or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste, or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered new work and a permit shall be obtained.
2. The clearing of stoppages or the repairing of leaks in pipes, valves, or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes, or fixtures.

Gas

1. Portable heating, cooking, or clothes drying appliances.
2. Replacement of any minor part that does not alter the approval of equipment or make such equipment unsafe.
3. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

Mechanical

1. Portable heating appliances.
2. Portable ventilation appliances.
3. Portable cooling units.
4. Steam, hot- or chilled- water piping within any heating or cooling equipment regulated by the 2009 International Residential Code.
5. Replacement of any minor part that does not alter the approval of equipment or make such equipment unsafe.
6. Portable evaporative coolers.
7. Self-contained refrigeration systems containing 10 pounds or less of refrigerant or that are actuated by motors of 1 horsepower or less.
8. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not connected to a power grid.

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