

RESIDENTIAL BUILDING PERMIT APPLICATION

CITY OF AZLE

505 W. Main, Azle, TX 76020 * P.O. Box 1378, Azle, TX 76098

(817)444-2541 * Fax: (817) 444-7319

Email: permits@cityofazle.org

Permit Number: _____

Job Address			
Legal Descr.	Lot No.	Block	Subdivision
Property Owner		Mail Address	City, State Zip
Home Phone		Cell Phone	Fax Number
Building Contractor		Mail Address	City, State Zip
Office Phone		Cell Phone	Fax Number Email
Class of Work: <input type="checkbox"/> New <input type="checkbox"/> Alteration <input type="checkbox"/> Move <input type="checkbox"/> Addition <input type="checkbox"/> Repair <input type="checkbox"/> Remove			
Description of work:			
Square Footage: _____ First Floor _____ Second Floor _____ Total _____ Garage _____ Covered Porch/ Patio _____ Total Under Roof			

REQUIRED SUBMITTALS

New Construction: 1 Complete set of digital plan (PDF) to include: Engineered Foundation Plan, Site Plan, Energy Compliance Report, Building Elevation Plan, MEP Plans	Additions or Accessory Buildings: Engineered Foundation if connecting to existing foundation or 400 sq. ft. or larger, Site plan, Building Elevations, Energy Compliance Report if applicable, MEP Plans if applicable
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Plumbing Contractor	Mail Address	City, State	Zip
Office Phone	RMP Lic Number	Contact Name	Cell Phone

Electrical Contractor	Mail Address	City, State	Zip
Office Phone	State Lic Number	Contact Name	Cell Phone

Mechanical Contractor	Mail Address	City, State	Zip
Office Phone	State Lic Number	Contact Name	Cell Phone

NOTICE

ALL PERMITS REQUIRE FINAL INSPECTION.

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. 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 law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent _____ Date _____

Received By: _____ Date: _____ Receipt Number _____



New Residential Plan Submittal Requirements

- Plans and associated documentation to be submitted in pdf format.

Site Plan

- Drawn to scale
- Drainage directions, with arrows
- Easements
- Driveway location
- All structures on site, including accessory buildings, fences, sidewalks, retaining walls, etc.
- Distances from other structures and property lines
- Legal lot description and address

Energy Plans

2018 IECC Energy Code Compliance Projects shall comply with one of the following:

Prescriptive Approach

- Glazing = U-Factor 0.32 or less
- Solar Heat Gain Coefficient = SHGC 0.25 or less
- Attic Insulation = R-value 38 or greater
- Cathedral ceiling with no attic = R-value 38 or greater
- Wall Insulation – R-value 20 or greater
- Floor Insulation (pier and beam type) = R-value 19 or greater

Performance Approach

- Compliance Report – Energy Star, IC3, ResCheck, HERS/Remrate, or other as approved by the Building Official

Foundation Plans

- Engineered slab/foundation layout
- Engineered foundation letter identifying the applicable building code (IRC) and soil conditions

Floor Plans

- Drawn to scale
- Dimensions
- Door and window sizes and locations
- Label all rooms

Elevation plans

- All sides of home
- Roofing materials
- Roof pitch
- Overhangs, including depth

Roof, Ceiling & Floor Framing Plans

- Rafter, joist beams and header sizes, spacing and spans

Wind Bracing Plans

- Braced wall panel types and locations
- Hardware specifications
- Alternative Engineered Design if design does not meet minimum code requirements



SAFEBUILT INSPECTION SERVICES

Permit Submittal

All completed permit documents shall be submitted to City Hall. Processing time is 7 to 10 days.

Permit Issuance

Once the permit has been approved, the requestor will be contacted by City Hall personnel and notified of fees.

Plan Review

SAFEbuilt will be conducting residential and commercial plan reviews. The applicant will be contacted by SAFEbuilt if additional information is needed. You may contact City Hall for the status of your permit at 817-444-2541.

Inspection Requests

Please contact SAFEbuilt to request inspection(s). Any of our permit technicians can assist you. Inspections whether by email or phone, must be received by 4 pm the previous business day for next day inspection.

Inspection Email: inspections@cwistx.com

Inspection Phone Line: 940-521-0470

Field Inspections

The inspectors name and information will be listed on each field report that is performed and emailed at time of inspection. An approved set of permit plans must be on-site during all inspections.

We look forward to working with you to ensure that the community is provided with a safe and durable built environment.