



Residential New Construction Submittal Checklist

Required Construction Codes:

2021 International Residential Code, with Local amendments.

2021 International Energy conservation Code with local amendments

Permit Requirements:

The City of Rockwall uses a 'Permit Validation System', which requires the General Contractor to validate (or list) the sub-contractors (Mechanical, Electrical and Plumbing) on the Building Permit Application. If the M-E-P subs have not yet been determined at time of submittal, please list as "TBD" (to be determined). The GC and all sub-contractors must be licensed and currently registered with the City of Rockwall to be 'validated' prior to the final approval of permit. A building permit application will not be accepted if the application is incomplete.

Submit permit online through the **CityWorks Portal** at <https://cityworks.rockwall.com/PublicAccess/login>. If you are unable to submit online, you must submit at the counter with a USB drive containing a full digital set of all required plans and documents as listed here.

If the property is an **Infill Lot** in an *Established Subdivision*, then **a Specific Use Permit (SUP)** is required which must be obtained through our **Planning & Zoning Dept** prior to the Building Permit Application submittal. SUP Application submittals are accepted monthly on pre-determined scheduled dates. **Please contact the Planning & Zoning at planning@rockwall.com or at 972-771-7745 to obtain an SUP Application Packet and to discuss any questions you may have about the SUP application process. The following items must be submitted at the time of permit application AND meet code requirements.**

- ☐ **Plans** designed by an Architect or 'approved' designer. Structural plans must be sealed by a State of Texas Professional Engineer.
- ☐ **Plot plan/property survey** with proposed project shown.
 - Show the location of the proposed A/C unit on the plot plan.
 - Add the 2 general notes: "Builder to ensure that grading between the side yard drainage swale and the A/C unit does not exceed 4:1 slopes" and "Builder to ensure that the A/C unit does not interfere with the side yard drainage swale"
 - Show the location of any proposed fencing on the plot plan. Ensure proposed fencing does not encroach into any easements.
 - Ensure all tree plantings, retaining walls, and other structures do not encroach into any easements.
 - Show the location of any inlets, fire hydrants, or manholes on the plot plan.
- ☐ **Grading Plan** prepared by a Texas Licensed Engineer (may be integrated with the Plot Plan).
 - Grading plan must include building finished pad elevation and finished floor elevation.
 - Grading plan must include spot elevations around the property and drainage arrows.
 - Culverts (if required) must be engineered and meet the City's minimum requirements: 18" RCP Culvert.
- ☐ **Plumbing, Mechanical, and Electrical design.** The mechanical design can be limited to the location of HVAC units with location of exhaust fans. The plumbing design can be limited to the location of fixtures and sizing of the water and gas supply lines. Electrical outlet location and service size and location. Location of smoke detectors in accordance with the 2021 IRC. Location of carbon monoxide alarms in accordance with the 2021 IRC.
- ☐ **Engineered Shear Wall plan and Foundation plan** prepared and sealed by a State of Texas Professional Engineer.
- ☐ **Engineer's Letter** stating that the foundation was designed for the Soil Conditions of the lot. The letter must also state that the foundation design criteria comply with the requirements of the 2021 International Residential Code.
- ☐ **Energy Code Plan Review** (3rd party certified) must comply with the 2021 International Energy Conservation Code.
- ☐ **Residential Building Permit Application Form** (attached) completed and signed.
- ☐ **Residential New Construction Submittal Checklist** completed and signed (THIS FORM).

This form must be signed and dated as the Builders acknowledgment that all required documentation being submitted has been reviewed prior to submittal to ensure that all plans and reports comply with the adopted building codes as stated on this checklist. Errors or omissions will be considered an incomplete application resulting in a rejected application and/or unnecessary delays in the processing and approval of your building permit application.

Signature: _____

Title: _____

Date: _____



BUILDING PERMIT APPLICATION

City of Rockwall
Building Inspections Department
385 S. Goliad Street
Rockwall, Texas 75087

APPLICANT OR AGENT SIGNATURE REQUIRED

CERTIFICATION: I HEREBY ACCEPT ALL CONDITIONS ON THIS APPLICATION FORM AND CERTIFY THAT ALL STATEMENTS RECORDED HEREIN BY ME ARE TRUE.

AGENT OR APPLICANT

DATE

NOTICE TO APPLICANTS. This permit is issued on the basis of information furnished in this application and on any submitted plans, and is subject to the provisions in addition, requirements of the City of Rockwall code of ordinances and any other applicable ordinance. This permit is issued only for the purpose of allowing construction of a building or structure conforming to the codes and ordinances of the city, regardless of information and/or plans submitted.

SCOPE OF PERMIT. For new buildings and for additions to existing buildings, this permit authorizes structural, plumbing, electrical, mechanical, and work to be performed in the construction of the building or structure at this address, if done at the same time of initial construction. No separate subcontractor permits are needed for those trades. However, the permit holder is required to use only subcontractors' licenses, registered, or bonded by the City of Rockwall where such requirement is applicable.

INSPECTION. To schedule an inspection, go to www.rockwall.com/buildinginspections/inspectionreq.asp.

PROPERTY INFORMATION [PLEASE PRINT]

Construction Address		Zoning	
Subdivision		Lot	Block
General Location			

PROPERTY OWNER INFORMATION

PRIMARY CONTACT []

Name		Phone	
Mailing Address		City	State Zip Code
Email			

GENERAL CONTRACTOR INFORMATION

PRIMARY CONTACT []

Name		Phone	
Mailing Address		City	State Zip Code
Email			

ELECTRICAL CONTRACTOR INFORMATION

Name		Phone	
Mailing Address		City	State Zip Code
Email			

PLUMBING CONTRACTOR INFORMATION

Name		Phone	
Mailing Address		City	State Zip Code
Email			

MECHANICAL CONTRACTOR INFORMATION

Name		Phone	
Mailing Address		City	State Zip Code
Email			

BUILDING PERMIT INFORMATION

1 ST Floor	SF	2 ND Floor	SF	Garage	SF	Covered Porch	SF	Covered Patio	SF
Total SF	SF	Height	FT	Lot Size	SF	Plan #			
Estimated Value	\$			Commercial Value <u>ONLY</u> ; Residential is <u>NOT</u> required to provide estimated value.					

Project Description

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Is the subject property located with the flood hazard area? Yes [] No [] Required lowest floor elevation is:



BUILDING PERMIT FEE SCHEDULE

City of Rockwall
Building Inspections Department
385 S. Goliad Street
Rockwall, Texas 75087

RESIDENTIAL BUILDING PERMITS (SEE ADDITIONAL NOTES [1] BELOW)

[1] ACCESSORY BUILDING	\$0.80/SF UP TO 225 SF + \$0.45/SF OVER 225 SF (MINIMUM FEE: \$50.00)
[2] SINGLE-FAMILY [NEW CONSTRUCTION]	\$0.48/SF UP TO 5,000 SF + \$0.40/SF OVER 5,000 SF
[3] SINGLE-FAMILY [REMODEL/ADDITION]	\$0.48/SF (MINIMUM FEE: \$125.00)
[4] ELECTRICAL [PANEL REPLACEMENT, REWIRE, SERVICE METER BASE REPLACEMENT]	\$125.00
[5] ELECTRICAL [OTHER, REPAIR]	\$75.00
[6] PLUMBING [SLAB LEAKS, TUNNELING, SEWER MAIN REPLACEMENT]	\$125.00
[7] PLUMBING [WATER HEATER, OTHER, REPAIR]	\$75.00
[8] MECHANICAL [NEW SYSTEM INSTALLATION]	\$125.00
[9] MECHANICAL [OTHER, REPAIR]	\$75.00
[10] PATIO COVERS/DECKS/CARPORTS	\$75.00

COMMERCIAL BUILDING PERMITS

[1] CERTIFICATE OF OCCUPANCY (CO)	\$75.00
[2] TEMPORARY CERTIFICATE OF OCCUPANCY (TCO)	\$300.00
[3] COMMERCIAL [NEW CONSTRUCTION, REMODEL, OR ADDITION]	SEE TABLE 1A BELOW
[4] MECHANICAL, ELECTRICAL, PLUMBING	SEE TABLE 1A BELOW

TABLE 1A: COMMERCIAL BUILDING PERMIT FEES

TOTAL PROJECT VALUATION	FEE
\$1.00 - \$500.00	\$50.00
\$500.01 - \$2,000.00	\$50.00 FOR THE FIRST \$500.00 + \$3.05 FOR EACH ADDITIONAL \$100.00 UP TO \$2,000.00 ²
\$2,000.01 - \$25,000.00	\$80.75 FOR THE FIRST \$2,000.00 + \$14.00 FOR EACH ADDITIONAL \$1,000.00 UP TO \$25,000.00 ²
\$25,000.01 - \$50,000.00	\$402.75 FOR THE FIRST \$25,000.00 + \$10.10 FOR EACH ADDITIONAL \$1,000.00 UP TO \$50,000.00 ²
\$50,000.01 - \$100,000.00	\$655.25 FOR THE FIRST \$50,000.00 + \$7.00 FOR EACH ADDITIONAL \$1,000.00 UP TO \$100,000.00 ²
\$100,000.01 - \$500,000.00	\$1,005.25 FOR THE FIRST \$100,000.00 + \$5.60 FOR EACH ADDITIONAL \$1,000.00 UP TO \$500,000.00 ²
\$500,000.01 - \$1,000,000.00	\$3,245.25 FOR THE FIRST \$500,000.00 + \$4.75 FOR EACH ADDITIONAL \$1,000.00 UP TO \$1,000,000.00 ²
\$1,000,000.01 - \$1,000,000.01+	\$5,620.25 FOR THE FIRST \$1,000,000.00 + \$3.65 FOR EACH ADDITIONAL \$1,000.00 UP TO THE VALUATION COST ²

NOTES: [1] COSTS FOR THE USE OF AN OUTSIDE CONSULTANT FOR PLAN REVIEW OR INSPECTION SHALL BE PAID BY THE APPLICANT; [2] OR FRACTION THERE OF

OTHER BUILDING PERMITS

[1] BOARD OF ADJUSTMENTS APPLICATION	\$200.00
[2] CONSTRUCTION ADVISORY BOARD APPLICATION	\$200.00
[3] CITY COUNCIL SIGN VARIANCE	\$200.00
[4] SIGN PLAN	\$200.00
[5] SOLAR PANEL SYSTEMS	\$0.65/SF
[6] CONCRETE	\$0.20/SF (MINIMUM FEE: \$50.00)
[7] DEMOLITION OF STRUCTURES	\$50.00
[8] FENCE	\$50.00
[9] SCREENING WALL	\$75.00
[10] INSPECTION FEES	
[A] AFTER HOURS INSPECTION	\$50.00/HOUR (2 HOUR MINIMUM)
[B] RE-INSPECTION	\$50.00
[11] IRRIGATION	\$75.00
[12] MOVING OF STRUCTURES	REFER TO ARTICLE XIV, CHAPTER 10 OF THE MUNICIPAL CODE OF ORDINANCES
[13] PERMIT BAG REPLACEMENT	\$20.00
[14] POOLS, HOT TUBS, & SPAS	
[A] ABOVE GROUND POOLS	\$75.00
[B] IN-GROUND POOLS	\$150.00
[C] HOT TUBS & SPAS	\$100.00
[15] ROOFING	\$75.00
[16] SIGN	\$75.00
[17] TEMPORARY CONSTRUCTION OR SALES TRAILER	\$100.00
[18] MISCELLANEOUS PERMITS [INCLUDES WINDOWS, RETAINING WALLS, STORM SHELTERS, ETC]	\$50.00

CONTRACTOR REGISTRATIONS (SEE ADDITIONAL NOTE [2] BELOW)

[1] EXPIRE WHEN STATE LICENSE EXPIRE: BACKFLOW & IRRIGATION CONTRACTOR	\$100.00
[2] EXPIRE ANNUALLY: FENCE, GENERAL CONTRACTOR, DEMO CONTRACTOR, & SIGN CONTRACTOR	\$100.00

ADDITIONAL NOTES

- [1] CONTRACTORS IN VIOLATION FOR BUILDING WITHOUT A BUILDING PERMIT OR UNDER FALSE PRETENSES WILL HAVE THEIR CONTRACTOR REGISTRATIONS REVOKED, AND WILL BE REQUIRED TO RESUBMIT FOR A NEW CONTRACTOR REGISTRATION.