



# City of Oak Leaf

301 Locust Drive \* Oak Leaf, Texas 75154 \* 972-617-2660 \* Fax 972-617-7108 \* www.oakleaftexas.org

## NEW HOME CONSTRUCTION PERMIT APPLICATION

**NOTICE TO ALL APPLICANTS:** This permit is issued on the basis of information furnished in this application. It is the responsibility of the applicant to know and abide by the provisions and requirements of the City of Oak Leaf Code of Ordinances and any other governing ordinances which must be complied with, whether or not stated herein. All ordinances can be found online. Inspections are required before, during and/or after completion of construction. \*All subcontractors must register with the City.

|                   |                           |                                |                   |
|-------------------|---------------------------|--------------------------------|-------------------|
| Owner of Property |                           | Phone #                        |                   |
| Mailing Address   |                           | City                           | State   Zip       |
| Contractor's Name |                           |                                | Cell #            |
| Company's Name    | Company's Address         |                                | Company's Phone # |
| Project Address   |                           |                                |                   |
| Total Sq. Footage | Total Living Area Sq. Ft. | Estimated Construction Cost \$ |                   |

Is Development site in the Special Flood Hazard Area?  Yes  No  
If yes, answer following questions. If no, continue to subcontractor list.

|  |   |
|--|---|
| Does proposed development meet NFIP General Standards?<br><input type="checkbox"/> Construction materials and methods restraint to flood damage.<br><input type="checkbox"/> Anchored properly<br><input type="checkbox"/> Utilities safe from flooding<br><input type="checkbox"/> Encroachments – proposed action will not obstruct flood waters | <b>REQUIRED:</b> Two copies of plans/plats (building plan, electrical plan, foundation plan and site plans). After Building Inspector reviews, a copy will be returned. Septic Tanks are inspected by Ellis County. |
|--|---|

Higher Standards  
 Lowest floor elevated or building flood proofed two ft. above BFE (Base Flood Elevation)  
 Enclosure below elevated floor has proper openings.

Is proposed development in regulatory floodway?  Yes  No  
If yes, has applicant demonstrated that development will result in NO increase in flood height?  Yes  No

**NOTE: A form survey is required to be turned in prior to the plumbing rough inspection.**

Sub-Contractors\*  
 Electrician \_\_\_\_\_ Registered with City?  Yes  No  
 Plumber \_\_\_\_\_ Registered with City?  Yes  No  
 HVAC \_\_\_\_\_ Registered with City?  Yes  No

### CERTIFICATE AND DECLARATION

Under the penalty of perjury, I \_\_\_\_\_, hereby certify that as the applicant for the attached construction permit, I have read the deed restrictions for the \_\_\_\_\_ subdivision and declare that no violations of those deed restrictions will occur if the applied for permit is approved by the City of Oak Leaf.

|  |   |
|--|---|
| APPLICANT IS:<br><input type="checkbox"/> HOMEOWNER<br><input type="checkbox"/> CONTRACTOR | The undersigned applicant hereby declares that the above facts are true and correct and that the construction proposed herein will be performed in conformity with existing regulations as pertain to building and zoning as passed and approved by the City Council of Oak Leaf.<br><br>PRINT NAME _____ SIGNATURE _____ |
|--|---|

### OFFICE USE ONLY

|  |                                |                                |
|--|--------------------------------|--------------------------------|
| Permit Fee Amount \$ _____<br><input type="checkbox"/> Cash <input type="checkbox"/> Check # _____                       | Date                           | City Administrator's Signature |
| Recommendation<br><input type="checkbox"/> Grant <input type="checkbox"/> Deny <input type="checkbox"/> Additional Info. | Building Inspector's Signature | <b>PERMIT #</b>                |