



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		
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Total Sq. Footage	Total Living Area Sq. Ft.	Estimated Construction Cost \$
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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? <input type="checkbox"/> Construction materials and methods restraint to flood damage. <input type="checkbox"/> Anchored properly <input type="checkbox"/> Utilities safe from flooding <input type="checkbox"/> Encroachments – proposed action will not obstruct flood waters	REQUIRED: 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.
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Higher Standards
<input type="checkbox"/> Lowest floor elevated or building flood proofed two ft. above BFE (Base Flood Elevation)
<input type="checkbox"/> 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? <input type="checkbox"/> Yes <input type="checkbox"/> No
Plumber _____	Registered with City? <input type="checkbox"/> Yes <input type="checkbox"/> No
HVAC _____	Registered with City? <input type="checkbox"/> Yes <input type="checkbox"/> 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: <input type="checkbox"/> HOMEOWNER <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. PRINT NAME _____ SIGNATURE _____
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OFFICE USE ONLY

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