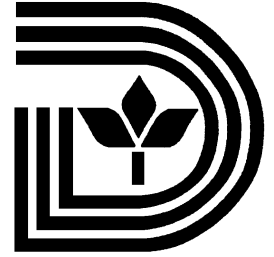


BUILDING PERMIT APPLICATION CHECKLIST



CITY OF DALLAS

MINIMUM REQUIRED DOCUMENTS FOR ONE AND TWO FAMILY DWELLINGS - ROOM ADDITION

By checking each requirement you are stating that you have supplied correct and complete information. In the event that the required information is not contained in the submitted documents, you will be notified of the deficiency. Failure to supply the additional requested information within five (5) working days after notification may result in your application being delayed and eventually discarded. A new application, the original application, complete plans, and a new checklist will be required for re-submittal for plan review. This resubmittal will be treated as a new application and will be processed in the order of receipt.

1. Completed permit application including supplemental information sheet

2. Two copies of a site plan to include:
 - Drawn to scale and dimensioned
 - North arrow
 - All property lines
 - Footprint (outline) of existing structure and proposed addition, and all projections beyond the foundation line, showing placement on property and front, side and rear yard setbacks
 - Location of all easements, platted building lines

3. Two copies of dimensioned building plans, drawn to scale and legible which include:
 - Foundation plans (Engineered if post tension slab)
 - Floor plans of both the existing structure and the addition
 - Elevations
 - Wall and roof framing plans with detail of new roof to existing roof connection
 - Professional seal required for engineered trusses, non-conventional framing, e.g. metal framing
 - Roof covering materials
 - Door and window schedule for addition

4. Location of existing smoke detectors and proposed location of new smoke detectors, if required.

I, _____ *have read the above information and acknowledge that all required documents have been provided.*

Please Print

Signature _____

Date _____