



City of Royse City

Vista Oaks Estates Residential Submittal Requirements

Effective immediately, the following will be required when submitting residential plans for review.

Complete permit applications are to be submitted in four (3) complete, 11" x17" one-sided (*no two-sided plans*) sets. All individual documents are to be saved on a thumb drive or CD and named as the application address and specific document (*electronic only plans will no longer be accepted unless specifically requested from the City*). Documents should be sorted in **construction order sequence**, stapled at the side, and include the following:

- 2018 IRC Code, 2017 NEC Code, 2018 Energy Code
- Building permit application
- An 11" x 17" cover page to include the address, lot and block number, builder information, vicinity map, code years, and drawing index.
- Existing and Proposed improvement grading plans with 1' contours (signed and sealed by a Texas registered civil Engineer & Licensed Surveyor)
- Site/ Plot Plan
- Storm Water Pollution Prevention Plan (SWPPP) stamped by a Texas registered Civil Engineer.
- Foundation letter from a Texas registered engineer
- Floor plans
- Foundation plans stamped by a Texas registered engineer.
- Shear wall plans stamped by a Texas registered engineer.
- Framing plans; foundation thru roof, stamped by a Texas registered engineer.
- Mechanical, Electrical, and Plumbing plans, including contractor information with state license numbers.
 - Mechanical: provide size and location of units, size and location of ducts, R value of ducts, bathroom exhaust fans
 - Electrical: outlets, switches, lights, carbon monoxide detectors, smoke detectors, and serve sites
 - Plumbing: provide DWV, Water, Gas. Indicate size and location of piping and include plumbing sizing schedule.
- Onsite septic plans by licensed design professional, with Hunt County approval
- Energy Code plan review (3rd party certified) If applicable:
- Drainage Study (Applies to lots included with "*" on the Final Plat) stamped by a Texas registered
- Civil Engineer.
- Irrigation plans with system layout, stamped by a Texas licensed irrigator.

A building permit will not be accepted if the application is not properly completed.

This form must be completed and turned in with your complete permit package.

Signature _____ Date _____