



Development Services  
305 N. Arch St.  
PO Box 638  
Royse City, TX 75189

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## Foundation Repair Permit

### *Information Guide*

#### **Permit Application:**

- Complete Foundation Repair Permit Application including the following information fields:
  - Accurate project address
  - Valuation Field – total cost of the project
  - Project Description – scope of work to be completed
  - Owner information
- Foundation contractor must register with the City and be listed on the permit application
- Two (2) sets of the following documents must accompany the application:
  - Foundation Report showing existing conditions
  - Letter from Engineer stating process to be used for correction
- Sign Application and send to the city via one of the following methods:
  - Email to Development Services Dept. at [permits@roysecity.com](mailto:permits@roysecity.com)
  - Deliver to Development Services at City Hall – 305 N. Arch St., Royse City, TX 75189
  - On line via MyGov
- **No work may begin until the permit has been issued.**

#### **Permit Cost - \$50.00**

#### **Inspections:**

- Once permit is issued, inspections can be requested via MyGov or by calling 972-524-4832/4823.
- Inspection requests must be received by 4pm for next day inspection.
- ***Copy of final foundation report showing corrections made to be available on job site.***

Typical inspections include as applicable:

- Foundation Repair Final



# FOUNDATION REPAIR PERMIT APPLICATION

Development Services  
305 N. Arch St.  
Royse City, TX 75189  
Phone: (972) 524-4832/4823

<b>Property Information:</b>	
Permit #:	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Development Services Use Only</div> <div style="float: right; padding-top: 5px;">Valuation: \$</div>
Project Address:	
Project Description:	

<b>Owner Information:</b>	
Name:	Contact Person:
Email Address:	Phone #:
Physical Address <small>(if different from above):</small>	

<b>Contractor Type</b>	<b>Contractor Name</b>	<b>Contact Person</b>	<b>Phone #</b>	<b>Email Address</b>
Foundation –				
General –				

- Two (2) sets of the following documents must accompany the application:
  - Foundation Report showing existing conditions
  - Letter from Engineer stating process to be used for correction
- Copy of final foundation report showing corrections made to be available on job site

**Permit cost is \$50.00 - Inspections can be scheduled via MyGov or by calling (972) 524-4832/4823.**

A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. **All permits require final inspection. A certificate of occupancy must be issued before any building is occupied.**

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_