

Residential Plan Submittal

Denton County Fresh Water Supply District 1-A provides a full service building permits and inspection office. Commercial and residential construction projects are permitted and inspected in compliance with the current codes.

Residential building permits are required for the following projects: Single Family Residence, fence, fence column (stone), irrigation system, retaining wall, pool, and miscellaneous permits such as gates, patios, arbors, outdoor kitchens, flatwork repair, water heater replacement, roof repair and replacement, etc. Permits are also required to erect, install, enlarge, alter, repair, remove, convert, or replace any electrical, gas, mechanical, or plumbing system.

Permit application package requirements: (all paperwork must be included for submittal; partial submittals will not be accepted.)

- Single Family Residence
 - ✓ ARC (Architectural Review Committee working on behalf of the Homeowner's Association) Letter—2 copies
 - ✓ Permit Application - 2 copies
 - ✓ Foundation Letter - 2 copies
 - ✓ Registration of Electrical, Mechanical, and Plumbing Contractors
 - ✓ Site Plan - 2 copies
 - ✓ Foundation Plan - 2 copies
 - ✓ House Plan - 3 copies - scaled plans maximum size 11" x 17"
 - ✓ An ARC approved final lot grading plan
 - ✓ Certificate of Liability Insurance from foundation engineering firm
 - ✓ Third-party energy inspections are required. REScheck compliance certificate required with permit application package.
- Fence - Wood
 - ✓ Permit application - 2 copies
 - ✓ Fence drawn on a site plan - 2 copies
 - ✓ ARC approval letter - 2 copies
- Fence - Wrought Iron
 - ✓ ARC approval (unless it was required by ARC on the house plan approval) - 2 copies
 - ✓ Permit application - 2 copies
 - ✓ Fence drawn on a site plan - 2 copies
- Fence - Column (stone)
 - ✓ Permit application - 2 copies
 - ✓ Columns marked on the site plan - 2 copies
 - ✓ Engineered detail drawing - 2 copies
- Irrigation System
 - ✓ Permit application - 2 copies
- Retaining Wall
 - ✓ ARC approval letter - 2 copies
 - ✓ Dimensional drawing by registered structural engineer - 2 copies (all retaining walls in Castle Hills are required to be engineered)
 - ✓ Retaining wall drawn on site plan - 2 copies
 - ✓ Permit application - 2 copies

- Pool
 - ✓ ARC approval letter - 2 copies
 - ✓ Permit application - 2 copies
 - ✓ Pool plans stamped by CoServ - 3 copies
 - ✓ Copy of contract between homeowner and contractor indicating the full dollar value of the permitted construction
 - ✓ Registration of electrician and plumber
 - ✓ Notarized Protective Device Document
- Misc. permits, i.e. gates, patios, arbors, outdoor kitchen, flatwork repair, water heater replacement, etc.
 - ✓ Permit application - 2 copies
 - ✓ Item drawn on site plan - 2 copies
 - ✓ ARC approval if required

District charges - as follows:

Water Meter Size	District Connect Charge	Meter Cost
5/8" - 3/4"	\$3,582.00	\$300.00
1"	\$6,089.40	\$300.00
1-1/2"	\$11,820.60	\$475.00
2"	\$23,999.40	\$475.00
3"	\$57,312.00	\$850.00
4"	\$100,296.00	\$1,245.00
6"	\$219,576.60	\$2,200.00
8"	\$382,199.40	Cost of meter plus 25%
10"	\$597,119.40	Cost of meter plus 25%

Building Permit	Charges
\$1.00 - \$1,000	\$40.00
\$1,001 - \$2,000	\$40.00 for the first \$1,000 plus \$2.00 for each additional \$100 or fraction thereof, up to and including \$2,000
\$2,001 - \$25,000	\$75.00 for the first \$2,000 plus \$6.00 for each additional \$1,000 or fraction thereof, up to and including \$25,000
\$25,001 - \$50,000	\$303.00 for the first \$25,000 plus \$5.00 for each additional \$1,000 or fraction thereof, up to and including \$50,000
\$50,001 - \$100,000	\$453.00 for the first \$50,000 plus \$3.00 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 and up	\$625.00 for the first \$100,000 plus \$2.00 for each additional \$1,000 or fraction thereof
Electrical Permit	\$.022 per square foot of floor area (minimum \$55.00)
Plumbing Permit	\$.022 per square foot of floor area (minimum \$55.00)
Mechanical Permit	\$.022 per square foot of floor area (minimum \$55.00)
Plan Review	Fifty percent (50%) of the Building Permit Charge: Additional Plan Review \$50.00 per hour (minimum of one (1) hour)
Miscellaneous Permit	Minimum \$40.00. Based on total valuation of construction, and charges are the same as for Building Permits.

Demo Permit	Minimum \$50.00. Based on total valuation of work performed.
Environmental Maintenance Fee	\$500 per Single family residential lot \$1000/per acre Commercial lot (\$1000 minimum charge)
Temporary Sales/Construction Trailer	\$75.00 flat rate
Retaining Walls, Columns and Wrought Iron Fences	Minimum \$50.00. Based on total valuation of work performed
Pool Permit	Minimum \$100.00. Based on total valuation of work performed plus plan review
Irrigation Permits	
Residential	\$80.00
Commercial	Based on value; \$125 minimum
Utility Right-Of-Way Permit	
Without franchise agreement	\$250.00
With franchise agreement	No cost
Temporary Sales / Construction Trailer	\$75.00
Commercial Site Plan	
Permit/plan review	\$500.00 plus \$15.00/acre, payable upon submittal
Inspection Fee	2% of the value of construction
Environmental Maintenance Fee	\$500.00 per single family residential lot, \$1,000.00 per acre, or fraction thereof Commercial lot (\$1,000 min charge)
Sidewalk Connectivity Fee: Upon the issuance of a new construction permit, a fee shall be paid and held in escrow by District 1-A, to be utilized for future pedestrian hike and bike trail connectivity projects.	\$300.00 per single family residential lot \$800.00 per acre or fraction thereof, of a commercial site. (\$800 min charge)

Listed below are the required inspections that are to be made and documents to be submitted for a residential building project prior to requesting the final building inspection:

- Temporary pole
- Plumbing rough and sewer line (Form survey must be in office and verified prior to inspection being performed)
- Slab

- Flatwork (may be called for with slab)
- Frame and 2nds (electrical rough, A/C duct rough, plumbing top out, gas)
- Brick Ties (may be called for with frame and 2nds)
- Stucco/Lathe
- Insulation (third party energy inspections are required pre-drywall and final)
- Sheetrock
- Electric and gas meter release - temporary heat in winter
- Final - By final inspection, the following documentation must be in the file:
- Irrigation permit and double check certificate
- City cleanout letter or a visual inspection
- Payment of any outstanding fees or fines
- Third party energy Inspections forms
- Foundation and pier engineering inspections letters
- Retaining wall and column engineering letters (if applicable)
- Final drainage survey

For inspections, call our twenty-four (24) hour inspection line at 972-899-4020, fax our inspection line at 972-8994021, or call the Building Services Clerk at 972-899-4000, between 8:00 a.m. and 5:00 p.m., Monday through Friday. Do not call the inspectors to schedule an inspection.

When calling in your inspection, please leave your name, contact number, the permit number, and the type of inspection needed. Inspections will be performed within 24 hours of the request, on normal working days.

Inspectors:

- Building Inspectors:
 - Don Smith - 972-899-9756
 - James Chumley - 972-899-9724
- Director of Public Works/Plan Reviewer
 - Terry Williams - 972-899-9748

**DENTON COUNTY FRESH WATER SUPPLY DISTRICT 1-A
CONTACT INFORMATION**

General Manager
J. Philip Brosseau
972-899-9746
jpbrosseau@dentoncountyfwsd.com

Director of Public Works
Terry Williams
972-899-9748
twilliams@dentoncountyfwsd.com

Building Services Clerk
972-899-4000
ngarcia@dentoncountyfwsd.com

Utility Line Inspector
Ronnie O'Brien
214-397-8360
robrien@dentoncountyfwsd.com

Building Inspector
James Chumley
214-475-7721
jchumley@dentoncountyfwsd.com

Water meter requests
972-899-4000

Castle Hills Development – Architectural Review Committee
972-410-6514