

TOWN OF CROSS TIMBER

(NEW) RESIDENTIAL BUILDING PLAN REVIEW / PERMIT APPLICATION

DATE _____

PERMIT NO. _____

LEGAL DESCRIPTION OF PROPERTY

STREET ADDRESS _____

LOT _____ BLOCK _____ SUBDIVISION _____ PHASE _____

DESCRIPTION OF PROJECT

CONSTRUCTION VALUE _____

TOTAL SQUARE FEET _____

SUBCONTRACTORS MANDATORY

☐ Electrical Contractor: _____

☐ Plumbing Contractor: _____

☐ Mechanical Contractor: _____

PERMIT APPLICANT INFORMATION

Contractor / Homeowner _____

E-Mail Address _____

Address _____

Phone / Cell # _____

City/State/Zip _____

Fax # _____

Signature of Permit Applicant

Please Print Name

Office Use Only

Building Permit Fee \$ _____

Released for Construction _____

Date _____

3225 Cross Timber Road
CROSS TIMBER, TEXAS 76028

crosstimbertx@att.net
TELEPHONE: 817-506-0006

TOWN OF CROSS TIMBER

(NEW) RESIDENTIAL BUILDING PERMIT APPLICATION

SUBMITTAL CHECKLIST

The City has in effect the Town of Cross Timber Subdivision Ordinance, the Town of Cross Timber Zoning Ordinance, the 2024 International Residential Code, and the 2024 International Energy Code. Please refer to these documents for preparation of your plans. Plans must include all of the following checklist items or will not be accepted for review.

*SUBMIT ONE COPY (ELECTRONICALLY VIA EMAIL) OF THE FOLLOWING:

- ☐ **Building Plans** **Size: 11" X 17"**
 - Elevations- showing proposed material
 - Floor plan
 - Roof Plan- showing proposed material
 - Electrical Plan
- ☐ **Site Plan** **Size: 11" X 17"**
 - Must show location of building on property and measurement to property lines from building.
- ☐ **Approved Plat** **Size: 11" X 17"**
- ☐ **Cross Timber Residential Energy Compliance Path Form** **Size: 8.5" X 11"**
 - Accompanied with chosen path documents
- ☐ **Engineered Foundation Letter** **Size: 8.5" X 11"**
 - Must state the foundation was designed to the 2012 International Residential Code and the specific soil conditions.
 - Sealed and signed by a professional engineer.
- ☐ **Engineered Foundation Plan** **Size: 11" X 17"**
 - Sealed and signed by same professional engineer as letter.

Please allow a **minimum** of ten (10) working days for review.

To **schedule a plan review email this** form to crosstimbertx@att.net

The 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.

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 HEREIN 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 PERFORMANCE OF CONSTRUCTION.

Signature of Applicant

Date