



Building Permit Application

Site Information					
Property Address:		Suite #	Subdivision	Lot	Block
Permit Request	Construction Type	Permit Type			
<input type="checkbox"/> New Permit <input type="checkbox"/> Permit Extension <input type="checkbox"/> Permit Revision <input type="checkbox"/> Change of Contractor <input type="checkbox"/> Other:	<input type="checkbox"/> Commercial <input type="checkbox"/> Residential, Single-Family <input type="checkbox"/> Other:	<input type="checkbox"/> New Building / Finish-Out* <input type="checkbox"/> Storm Shelter <input type="checkbox"/> Remodel: New Use* <input type="checkbox"/> Remodel: Existing Use* <input type="checkbox"/> Accessory Building <input type="checkbox"/> Patio Cover/Carport <input type="checkbox"/> Outdoor Kitchen/Fire Pit/ Fireplace	<input type="checkbox"/> Foundation <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Electrical <input type="checkbox"/> Roofing <input type="checkbox"/> Demolition <input type="checkbox"/> Flatwork	<input type="checkbox"/> Sign <input type="checkbox"/> Fence* <input type="checkbox"/> Pool/Spa* <input type="checkbox"/> Irrigation <input type="checkbox"/> Deck <input type="checkbox"/> Fire Sprinkler/Alarm <input type="checkbox"/> Other:	
Is this permit requested due to a notification from Code Enforcement? <input type="checkbox"/> Yes <input type="checkbox"/> No					
★ Application must be submitted with a corresponding Plan Review Checklist.					
Description of Work:					
Describe work to be done (size, dimensions, materials, etc.):					
Total Sq. Ft.:		Total Value of Work:			
Bldg. Fully Sprinkled: <input type="checkbox"/> Yes <input type="checkbox"/> No		\$			
Responsible Parties					
Owner / Tenant:		Office #:	Cell #:		
Address:	City/State:	Zip:	Email:		
★ All contractors and sub- contractors must be registered with the City of Murphy.					
Contractor Type	Business Name	Address	City, State, Zip	Phone	
General					
Plumbing					
Electrical					
Mechanical-HVAC					
I have read the completed application and know the same is true and correct and hereby agree that if a permit is issued all provisions of the City Ordinances, Adopted Codes and State Laws will be complied with whether herein specified or not. Any approved comments and/or checklists are not all-inclusive. I agree to comply with all property restrictions. I am the owner of the property or a duly authorized agent. Permission is hereby granted to enter the premises and make all inspections.					
APPLICANT NAME:		SIGNATURE:		DATE:	
CONTACT PHONE:		DRIVERS LICENSE #:			
EMAIL:		Applicant is: <input type="checkbox"/> Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Other			
Permit Number:	Received By:		Date:		
Total Fee:	Plans Approved By:		Date:		
Payment Method:	Issued By:		Date:		



Fence & Wall Plan Review Checklist

★ *This checklist must be submitted with a Building Permit Application for any RESIDENTIAL FENCE, SCREENING WALL, or RETAINING WALL.*

Job Information

Property Address:	Suite #	Contractor Name, Address, and Phone Number:
<input type="checkbox"/> Residential Fence <input type="checkbox"/> Subdivision Wall <input type="checkbox"/> Commercial Screening Wall <input type="checkbox"/> Retaining Wall <input type="checkbox"/> Other:		
Total linear feet:	Height:	(Maximum of 8' allowed)
<input type="checkbox"/> Wood <input type="checkbox"/> Masonry <input type="checkbox"/> Wrought Iron / Tubular Steel <input type="checkbox"/> Other:		
<ul style="list-style-type: none"> ▪ Does this fence enclose a swimming pool? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, see pool barrier requirements. ▪ Does this fence contain brick columns? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, anything over 4' (measured from the bottom of the footing to the top) shall be dated, designed, signed, and sealed by a State of Texas Registered Engineer. ▪ Does this fence have an electrical or solar gate? <input type="checkbox"/> Electrical <input type="checkbox"/> Solar <input type="checkbox"/> None ▪ Is this permit requested due to a notice from Code Enforcement? <input type="checkbox"/> Yes <input type="checkbox"/> No ▪ Is this property on a corner lot where two streets intersect? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, a 25' visibility clip is required. 		

Submittal Requirements

The following documents must be submitted with application:

- Building Permit Application (1 copy)
- Plan Review Checklist (1 copy)
- Plot plan or survey (2 copies) showing property lines with location of fence/wall clearly indicated and marked *
- Construction Plans (masonry and retaining walls) (2 copies) to include footing details

* If a plot plan or survey is not available, search the address via Google Maps.

Applicant's Signature:	Date:
Printed Name:	Contact Phone #

By signing this you have agreed that all required information has been submitted. Failure to submit all information may result in a delay of your permit being issued.

Permit #:	Notes:
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Fence & Wall Plan Review Checklist

Fence Installation Requirements

- No fence shall be constructed within the city without the owner or person in control of such premises, or his agent or contractor, having secured a permit therefor from the building official or his designee. A fence repair permit shall be required for the replacement of 15 linear feet or more of fencing and/or the replacement of five or more posts. Repairs shall be made with comparable materials of a comparable color to the remaining portion of such fence.
- No back to back fencing is allowed. 5 ft. separation is required between fences.
- Maximum height for a residential fence is 8 ft.
- Where a privacy fence faces a street or public right-of-way, the fence must be built with the posts on the inside of the property and may not be facing the public right-of-way.
- Fence post depth requirements: 6 ft. fence- minimum 24 inches deep, 8 ft. fence- minimum 36 inches deep.
- Wood or metal posts are acceptable.
- Fences must be located behind the front build line.
- All wood elements (posts, fence panels, etc.) must be treated wood, cedar or redwood.
- A minimum 36 inch wide gate is required.
- A 25 ft. X 25 ft. visibility triangle is required at street intersections. The visibility triangle is measured from property lines.
- All fences must be located on private property and cannot exceed property lines at any given point.
- Fences or walls enclosing a swimming pool, spa or hot tub must comply with 2015 IRC Pool Barrier Code, AQ 105.2.
- Where a privacy fence and a fence or wall that screens a thoroughfare or public street of different heights meet or connect, a stair-step transition/effect shall be provided to match the height of the fence that is lower in height. Such transition must be in lengths of no less than eight feet for each one foot of change of elevation and as approved by the city.
- If a permit requested is due to a notice from Code Enforcement, it is subject to additional fees.

Applicants Signature: _____ *Date:* _____

Please check with your homeowner's association (if applicable) prior to applying for a permit with the City of Murphy, permit fees are non-refundable. Initials _____

This list of fence installation requirements is not intended to be all-inclusive. Refer to the City of Murphy Code of Ordinances for additional Fence, Wall and Pool Barrier requirements.



Contractor Registration

Registration is valid for 12 months from date of issue.

To register, please provide the following: Driver's License or State issued ID, and Trade License (if applies). The fee for registration is \$100 unless exempt by the State*. *If registering as an Irrigator, calibration report is required. All backflow reports must be submitted to SC TRACKING at www.sctrackingsolutions.com.*

Business/ Contractor Information			
Business Name:	DBA (if applicable):		
Contractor Name:	Driver's license # and State:	Name:	Expiration Date:
Business Address:	Master Trade License # (If applies):	Name:	Expiration Date:
City/State/Zip:	Office Phone #:	Cell Phone #:	
Email:	Owner of Business if other than Contractor:	Owner Phone # (if different):	
Please list the names of persons permitted to pull permits for this company other than the owner:			
Contractor Classification:			
<input type="checkbox"/> General Contractor <input type="checkbox"/> Fence <input type="checkbox"/> Pool <input type="checkbox"/> Roofer <input type="checkbox"/> Foundation <input type="checkbox"/> Flatwork/Concrete <input type="checkbox"/> Window/Door	<input type="checkbox"/> Backflow Tester <input type="checkbox"/> Irrigator <input type="checkbox"/> Fire Backflow Tester* (with State license) <input type="checkbox"/> Fire Sprinkler/ Fire Alarm* (with State license) <input type="checkbox"/> Energy Inspector	<input type="checkbox"/> HVAC <input type="checkbox"/> Master Electrician* <input type="checkbox"/> Master Plumber* <input type="checkbox"/> Sign <input type="checkbox"/> Master Sign Electrician <input type="checkbox"/> Other: _____	
Responsible Parties			
I CERTIFY THE ABOVE INFORMATION TO BE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. FALSIFIED INFORMATION MAY RESULT IN THE REVOCATION OF MY CONTRACTOR REGISTRATION AND THE ISSUANCE OF MUNICIPAL CITATIONS. (INCOMPLETE APPLICATION MAY NOT BE ACCEPTED).			
APPLICANT NAME:		SIGNATURE:	
CONTACT PHONE:			

METHOD OF PAYMENT:	RECEIVED BY:
DATE:	EXPIRATION DATE:



Building Permit Application Fee Checklist

PERMIT NUMBER: _____

FOR OFFICE USE ONLY	
Zoning:	
Min. Building Setbacks from Property Line:	
Front:	Front Side: Side: Rear:
No. of off street parking spaces required:	
Special Conditions:	
Type of Construction:	Occupancy Group:
Permit Fees	
Building	\$
Electrical	\$
Mechanical	\$
Plumbing	\$
Plan Review/Addendum Fee	\$
Impact Fees	\$
Sewer Size	\$
Water Meter Fee	\$
Engineering Inspection Fees	\$
Contractor Registration	\$
Credit/Debit Card Transaction Fee @ 2%	\$
Other	\$
Total Due	\$
CSR:	Date:
Building Official/Plan Review:	Date:
Miscellaneous Notes:	