CITY OF TIOGA

RESIDENTIAL PERMIT SUBMITTAL REQUIREMENTS

Construction Document Submittals: 2 copies of complete set of construction documents are needed for plan review, along with a completed permit application.

Plats. No permit for the construction or placement of a building or buildings upon any tract or plot shall be issued unless the plot or tract is part of a plat of record, properly approved by the Planning and Zoning Commission and City Council and filed in the Plat Records of the county or counties in which the plot or tract is located.

Site plans are to be drawn to a scale of 1"= 20'. Plans must show lot dimensions, footprint of new building and it's dimensions from property lines, existing structures and easements. Site plan must also include address and legal description of lot.

Energy compliance report may be either res-check or prescriptive method.

Floor plans are to be drawn to a scale of ¼" to 1'. Plans must show all dimensions, room types, size and type of windows and doors, cabinets & fixtures, and ceiling heights. Plans shall also show plumbing and electrical fixtures, appliances, water heaters, receptacles and size of proposed electrical service.

Exterior elevation plans are to be drawn to a scale of ¼" to 1'. Plans must show exterior materials, windows and doors, roof slopes, chimneys, and overhangs.

Foundation plans are to be drawn to a scale of ¼" to 1'. Plans must show size and location of re-bar, beam placement and dimensions. Post- tension foundations shall be stamped by a engineer licensed in the state of Texas and shall include all engineers comments. Plans shall also have address and legal lot description.

- **A form board survey will be required prior to foundation inspection.**

Notice Regarding Waste Services:

Republic Services has an exclusive contract to provide Waste Services inside the City of Tioga. Contact Republic Services at 972-316-0789 to arrange for a construction dumpster, if needed.

CITY OF TIOGA

New Residential
Plan Review Checklist

Address: _____

Date Received: _____

(1) Permit Application _____

(2) Site Plans _____

(2) Energy Compliance Report _____

(2) Foundation Plans _____

(2) Sets of House Plans _____

(1) Application for water/sewer taps (if needed) _____

Separate permit applications are required for

1. Culverts
2. Fences

City Ordinances that set regulations for buildings requirements, building codes, culvert and fence requirements may be viewed at www.tiogatx.gov.

City of Tioga

Residential Permit Application

Permit #:			Valuation:		
Project Address:					
Lot:	Block:	Subdivision:			
Project Description:					
Square Footage	Living:	Garage:	Porch:	Total:	Stories:

Owner:	Phone #:
Address:	
Contact Person:	Phone #:

Contractor	Name	Contact Person	Phone #	License #
General				
Plumbing				
Electrical				
Mechanical				
OSSF				

A permit becomes null and void if work or construction authorized is not commenced within 180 days or of construction or work is suspended or abandoned for a period of 180 days at any time after work has commenced. Separate permits are required for electrical, plumbing, and hvac.

Applicant Signature:	Date:

OFFICE USE ONLY BELOW

Approved by:		Date Approved :	

Building Permit Fee:		Total Fees:	
Plan Review & Inspection Fee		Issued Date:	
Water Impact Fee:		Issued By:	
Water Tap Fee:			
Sewer Impact Fee:			
Sewer Tap Fee:			
Other Fee:			
Other Fee:			

City of Tioga

APPLICATION FOR WATER AND/OR SEWER TAP

Date: _____/_____/_____

Name of Applicant: _____

Mailing Address: _____

Phone Number: _____

Request for: _____ Water Tap Size: ¾" 1" 1 ½" 2" 4" 6"
_____ Sewer Tap

_____ Residential _____ Commercial

Address of Property to receive Tap: _____

_____.

The property is: ____ located within the City Limits, ___ located outside the City Limits

I am submitting an application for a Water and/or Sewer tap at the address referenced above. I am requesting that the City of Tioga review my request and contact me regarding the cost of the tap fee and any additional work that may be required in order to install said tap.

I agree that the tap fee, along with the fee for any additional work that may be required must be paid to the City of Tioga prior to connection to the City water and/or waste water system.

I also understand that I must pay any required impact fees prior to connection to the City water and/or wastewater system.

_____

Signature of Applicant Date

City of Tioga

Culvert Permit Application

Project Address:	
Project Description: Culvert Installation	
New:	Replacement:
Please attach drawing showing location of culvert. Include distance to property lines.	
Proposed use for this driveway (if new)?	
How many driveways currently provide access to this property?	
Width of Driveway Opening for which culvert is requested:	
Length of Culvert Requested:	
Length of Culvert Exposed on each side:	
Diameter of Culvert Requested:	

Owner:	Phone #:
Address:	
Contact Person:	Phone #:

Contractor	Name of Company	Contact Person	Phone #
Name of person installing culvert			

A permit becomes null and void if work or construction authorized is not commenced within 180 days or of construction or work is suspended or abandoned for a period of 180 days at any time after work has commenced.

Applicant Signature:	Date:

OFFICE USE ONLY BELOW

Approved by:		Date Approved :	

Length of Culvert approved:	
Diameter of Culvert approved:	
Issued By:	
Issued Date:	
Total Fees:	

City of Tioga

Fence Permit Application

Permit Number:	
Project Address:	
Project Description: Fence Installation	
New:	Replacement:
Will this fence be in the front, back or side yards?	
Please attach drawing showing location of proposed fence. Include distance to property lines.	
Height of Proposed Fence:	
Number of Gates and types (walk through, drive through, etc.):	
Type of Material to be used for fence:	

Owner:	Phone #:
Address:	
Contact Person:	Phone #:

Contractor	Name of Company	Contact Person	Phone #
Name of person installing fence			

A permit becomes null and void if work or construction authorized is not commenced within 180 days or of construction or work is suspended or abandoned for a period of 180 days at any time after work has commenced.

Applicant Signature:	Date:

OFFICE USE ONLY BELOW

Approved by:		Date Approved :	

Issued By:	
Issued Date:	
Total Fees:	

Texas law requires homeowners to contact 811 two business days, excluding weekends and holidays, before digging, even if you're working in your own backyard.

City of Tioga 600 N. Main Tioga, TX 76271 940-437-2351

WATER AND WASTE WATER SYSTEM MUNICIPALLY OWNED
600 Main Street ❖ P.O. Box 206 ❖ Tioga, Texas 76271
Phone 940-437-2351 ❖ Fax 940-437-2432

AGREEMENT FOR TEMPORARY SERVICE FOR BUILDINGS UNDER CONSTRUCTION

The following are the terms of the service agreement between the City of Tioga Water System and

Name: _____

Drivers License No: _____ Phone Number: _____

Service Address: _____, Tioga, Texas 76271

Mailing Address: _____ City: _____ State: _____ Zip: _____

*I am the owner or agent for the property listed above.
*I hereby request temporary utility water from the City of Tioga at the location shown above while the main structure is under construction.
*** I agree that the contract for temporary service shall not exceed the period of construction of the main structure. The service will be disconnected when the final inspection and customer service inspection are performed.**
*I understand that no one may occupy the property until a certificate of occupancy inspection is conducted and approved and a service contract, along with applicable deposits and fees, has been filed with the City.
*I agree to pay the City of Tioga at its office for all services furnished at the rate set by the current ordinance.
*I agree to pay the outstanding bill on or before the 10th of the next month following the billing.
*I agree to pay a 10% penalty assessed on outstanding accounts if balance is not paid by the 10th of the next month after the billing.
*I agree that service will be disconnected on the 16th day of the next month following the billing if the account is not paid in full by the 15th.
*I agree to allow my property to be inspected for possible cross-connections and other potential contamination hazards. These inspections shall be conducted by the Water System or its designated agent prior to initiating new water service; when there is reason to believe that cross-connections or other potential contamination hazards exist; or after any major changes to the private water distribution facilities. The inspections shall be conducted during the Water System's normal business hours.
*I understand that the Water System will notify me in writing of any cross-connection or other potential contamination hazard which has been identified during the initial inspection or the periodic re-inspection.
*I agree to immediately remove or adequately isolate any potential cross-connections or other potential contamination hazards on my premises.
*I agree to, at my own expense, properly install, test, and maintain any backflow prevention device required by the Water System. Copies of all testing and maintenance records shall be provided to the Water System.

ENFORCEMENT. If the Customer fails to comply with the terms of the Service Agreement, the Water System shall, at its option, terminate service or properly install, test and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the customer.

Customer Signature: _____ Date: _____

**********Office Use Only**********

Date Temporary Service to begin: _____

Services to be provided: Water only

City of Tioga

Fence Permit Application

Permit Number:	
Project Address:	
Project Description: Fence Installation	
New:	Replacement:
Will this fence be in the front, back or side yards?	
Please attach drawing showing location of proposed fence. Include distance to property lines.	
Height of Proposed Fence:	
Number of Gates and types (walk through, drive through, etc.):	
Type of Material to be used for fence:	

Owner:	Phone #:
Address:	
Contact Person:	Phone #:

Contractor	Name of Company	Contact Person	Phone #
Name of person installing fence			

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Applicant Signature:	Date:

OFFICE USE ONLY BELOW

Approved by:		Date Approved :	

Issued By:	
Issued Date:	
Total Fees:	

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City of Tioga 600 N. Main Tioga, TX 76271 940-437-2351

COUNTYWIDE INSPECTION SERVICES

Mike Doughty CBO,MCP
Inspector

P.O. Box 958 Graham, TX 76450
Cell Phone 940-284-5677
[redacted]
Fax Line 1-855-220-0192
countyinspections@gmail.com