



# BUILDING PERMIT HANDBOOK

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**TOWN OF COPPER CANYON  
400 WOODLAND DRIVE  
COPPER CANYON, TEXAS 75077**

## TOWN OF COPPER CANYON BUILDING PERMIT HANBOOK

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## CHECKLIST FOR NEW RESIDENCE PERMIT APPLICATIONS

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(If any items listed below are not complete, the application will not be accepted for processing)

- ☐ Permit Application filled out completely.

**I. SINGLE FAMILY NEW CONSTRUCTION, REMODELS AND ADDITIONS – all files should be submitted via email in PDF format.**

- ☐ A copy of the house plans
- ☐ A copy of plot plans showing all easements, right-of-ways and exact dimensions according to filed plat. Setback distances should be marked (Zoning Ordinance 04-200, Section 2-102, pages 5, 6, and 7).
- ☐ A copy of engineered foundation plans, details and engineer's authorization letter
- ☐ A copy of the grading and erosion control plan, as required by the Town engineer, minimally showing (but not limited to):
  - Existing contours with arrows indicating direction of water flow.
  - Proposed building footprint and extent of disturbed area.
  - Location of silt fencing.
  - Arrows indicating direction of water flow.
  - Finish-floor elevations
  - Location of existing structures
- ☐ Grading and Drainage Plan that incorporates all information as required by the Town Engineer including, but not limited to, the proposed finish-floor elevations, location of existing structures, proposed building footprint and erosion control measures. Proposed drainage path/grades ensuring stormwater does not impede or divert drainage paths.
- ☐ Grading follows TCEQ txr150000 General Permit
  - For sites disturbing more than 5 acres the TCEQ approved letter and TCEQ Notice of Intent shall be submitted with the SWPPP to the town and a large construction sign shall be posted per TCEQ General Permit
  - For disturbing more than 1 acre a Storm Water Pollution Prevention Plan (SWPPP) shall be submitted to the town for review and approval and a small construction sign shall be posted per TCEQ General Permit.
- ☐ Porta potty must be set at property prior to first inspection. Osha guidelines state a minimum of: one toilet per 1-15 employees, 2 for 16-35, 3 for 36-55, 4 for 56-80, 5 for 81-110.
- ☐ Trash bin showing address must be installed prior to any construction
- ☐ Evidence must be submitted reflecting Residential Energy Code Compliance
- ☐ No same residential building elevation shall exist within 1200' radius of another residential structure. Elevation checked
- ☐ Check maximum height allowed per current ordinance
- ☐ Driveway and Culvert Permit Application Submitted
  - A digital copy of the Driveway/Culvert plans (unless one already exists)

- ☐ Septic Plans and application prepared by a Registered Sanitarian
  - ☐ Tree Removal permit, if applicable
  - ☐ A digital copy of accessory building plans submitted to town including proposed location, materials, color, utility connection (if necessary) and grading layout to ensure drainage path is not diverted to adjacent properties.
  - ☐ General Contractor and all sub-contractors registration
  - ☐ All necessary permit fees are paid
  - ☐ Third Party energy inspection report
  - ☐ Architecture of Residential Structures:
    - Exterior building materials shall be of an earth tone
    - Building materials not allowed include tin, material that is metal in appearance, or concrete block (except split-face block).
    - Building materials for exterior walls of residential structures shall consist of 80% masonry or stone.
    - Hardi-plank may be used without approval on a maximum of 20% of the building. Any additional use must be approved on a Concept Plan and/or Development Plan.
    - Two of the following design features shall be used: dormers, gables, cupolas, pillars, posts.
    - Screening awnings and similar for windows (on main or secondary structures) shall not be metal.
  - ☐ Architecture: Roofing Requirements
    - Hipped roofs shall have a minimum pitch of 6/12; gable roofs shall have a minimum pitch of 9/12; proposals for roofs of shallower runs may be approved on a Concept Plan and/or Development Plan.
    - Metal roofs, other than standing-seam metal roofs, may be approved on a Concept Plan and/or Development Plan.
    - Corrugated metal shall not be allowed.
    - Shingles shall be a minimum 20 year rated dimension shingle.
  - ☐ Lot Orientation
    - The main pedestrian entry must face the front lot line and main public right-of-way unless the main entry is to face a public open space in a cluster development scheme.
    - Garage doors may not face the main public right-of-way unless the garage door (entry) is located within the rear third of the main structure.
  - ☐ Landscaping
    - Landscaping should comply with the recommendations described in Section 6.8, Landscaping, of the 2004 Master Plan.
    - All open space on any given lot must consist of a minimum of 80% ground cover of natural plantings (to include grasses).
  - ☐ Drainage: Detention/retention ponds in view from the main public right-of-way must be landscaped or aesthetically improved by other means, subject to approval by Concept Plan and/or Construction Plan.
  - ☐ Spillway location discharge, and velocity reviewed by Town Manager
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## **II. ACCESSORY BUILDINGS AND STRUCTURES**

- ☐ Accessory Uses shall comply with all requirements for the principal use except where specifically modified by the Zoning Ordinance.
  - ☐ A digital copy of a formal, scaled plot plan of the property showing all easements and dimensions to property lines. Setback distances should be marked.
  - ☐ Septic system details must be detailed on the plot plan (type of septic system, location of tanks, location of drain field, location of spray heads and spray radius)
  - ☐ A digital copy of an erosion control plan showing location of silt fencing on plot plan.
  - ☐ Accessory building shall not be located less than ten (10) feet from any dwelling or building existing or under construction on the same lot or any adjacent lot
  - ☐ Secondary structures shall be constructed of materials similar to the main structure (not including structures whose primary use is intended for ranching or farming uses). All farming or ranching-oriented structures, if containing metal exterior walls or roofing, shall be painted or finished in those areas. All farming or ranching-oriented structures shall not contain exposed galvanized metal, unless otherwise approved in the Concept and/or Construction Plan.
  - ☐ Check maximum height per zoning ordinance.
  - ☐ All contractors must be currently registered.
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### **III. DEMOLITION OF STRUCTURES**

- ☐ Two signed building permit applications, or one signed digital copy.
  - ☐ Plot plat showing the structures to be demolished.
  - ☐ A list of all structures to be demolished.
  - ☐ A list of all utilities that will be disconnected.
  - ☐ All contractors must be currently registered.
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### **IV. ELECTRICAL, MECHANICAL AND PLUMBING PERMITS**

- ☐ Two copies of the building permit application and plans, or one digital copy.
  - ☐ All contractors must be currently registered
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### **V. DRIVEWAYS AND CULVERTS**

- ☐ Two copies of the building permit application and plans, or one digital copy.
  - ☐ Plot plan showing the location of the proposed driveway and how it will connect to the street. Driveway width shall comply with the Engineering Design Manual.
  - ☐ Driveway entrances connecting to the Town's roadways or streets shall be provided culverts, sized to carry the design flow in the roadside ditch, 15" minimum diameter, and reinforced concrete with concrete headwalls on each end. A variance shall be submitted to the town for the town's engineer review and approval.
  - ☐ All contractors must be currently registered
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### **VI. HOT WATER HEATER CHANGE OUTS**

- ☐ Two copies of the building permit application and plans, or one digital copy.
- ☐ A description of the make and model of the new hot water heater.

- ☐ Follow guidelines listed in ordinances
  - ☐ All contractors must be registered
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**VII. MOBILE HOME MOVING PERMITS**

- ☐ Two copies of the building permit application and plans, or one digital copy.
  - ☐ A description of the mobile home to be moved out.
  - ☐ A permit from the State of Texas to move the mobile home on the roads.
  - ☐ Police escort required.
  - ☐ All contractors must be registered
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## **CERTIFICATION OF BUILDING PACKET FOR NEW HOMES**

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This certifies receipt of the following documents:

1. Building Permit Application and Handbook
2. Submittal Check List and Schedule of Inspections
3. Permit Fee Schedule
4. Storm Water Pollution Prevention Plan (SWPPP)
5. Procedures for Tree Removal
6. Contractor Registration Application
7. Driveway/Culvert Permit Application
8. Water Well Permit Application

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**Print Applicant Name**

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**Signature of Applicant**

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**Date**

## **BUILDING PERMIT FEES**

### **ORDINANCE No. 05-207**

**AN ORDINANCE OF THE TOWN OF COPPER CANYON, TEXAS, AMENDING ARTICLE 1.600 OF THE CODE OF ORDINANCES TO PROVIDE FEES FOR SERVICES; AND PROVIDING AN EFFECTIVE DATE.**

*NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF COPPER CANYON, TEXAS:*

**SECTION 1.** That Chapter 1.600, Section B, of the Code of Ordinances of the Town of Copper Canyon, Texas is hereby amended to read as follows:

**The following fees shall apply for services provided by the Town of Copper Canyon:**

<b>ZONING &amp; APPEALS – ORDINANCE NO. 15-003</b>	<b>FEE</b>
Zoning Change Application	\$1,000.00 + Engineering Fees
Board of Adjustment Application	\$200.00 + Engineering Fees

<b>SUBDIVISIONS</b>	
Preliminary Plat Review	\$100.00/Lot + Engineering Fees
Final Plat Review	\$200.00/Lot + Engineering Fees
Vacating Plat	\$400.00/Lot + Engineering Fees
Plat Amendment	\$150.00 + Engineering Fees
Development Plan	\$150.00 + Engineering and Attorney Fees
Concept Plan	\$150.00 + Engineering and Attorney Fees

<b>BUILDING/CONSTRUCTION</b>	<b>PERMIT FEES</b>
<b>Residential new construction</b>	
Air Conditioned Space	\$1.50 square foot
Non-Air Conditioned Space	\$.75 square foot
<b>Residential Remodels And Add-Ons</b>	
Air Conditioned Space	\$.75 square foot
Non-Air Conditioned Space	\$.50 square foot
<b>Accessory Buildings</b>	
Air Conditioned Space	\$.75 square foot
Non Air Conditioned Space Buildings	\$.50 square foot
Buildings Not On Slab	\$.25 square foot
Each Utility	\$100.00
<b>Commercial</b>	
Plan Review – <b>ORDINANCE NO. 15-002</b>	65% of building permit
All Commercial Construction	\$1.75 square foot
Commercial Finish Out	\$.50 square foot
Parking Lots	\$.10 square foot

<b>MISCELLANEOUS</b>	<b>PERMIT FEES</b>
Demolition Of Building	\$.25 square foot
Electrical Permits	\$150.00
Electrical Change Out	\$50.00
Grading	\$100.00
Hot Water Heater Change Out	\$50.00
Driveways/Culverts	\$100.00
Mobile Homes	\$1,000.00
Move Building	\$500.00
Mechanical Permits	\$150.00



Plumbing Permits	\$150.00
Pool Fence	\$50.00
Re-inspections	\$75.00
Re-roof	\$100.00
Re-deck	\$100.00
Swimming Pool In Ground	\$600.00
Swimming Pool Above Ground	\$300.00
Sprinklers	\$200.00
Water Wells	\$500.00

<b>OIL AND GAS WELL DRILLING</b>	<b>PERMIT FEES</b>
Oil/Gas Well Drilling	\$9,000.00 + Engineer, Attorney and Petroleum Specialist Fees
Oil/Gas Well Appeal	\$300.00 + Engineering and Attorney Fees

<b>OIL AND GAS PIPELINE FEES</b>	<b>PERMIT FEES</b>
Permit Application Fee	\$9,000.00
Reimbursement for public notices	Required by 2.3 of Ord. #05-204
Consultant fees to review application	120% of invoice
Administrative Fee (Annual)	\$100.00
Use of Public Streets and Road and/or Street Crossings	Basic rate = \$1 per linear foot of pipe up to and including 6" diameter \$0.50 per inch of nominal diameter per linear foot over and above 6" in diameter
Use of the Right-of-Way	Basic rate = \$250 for a well 12" or less in diameter and 20' or less in depth. Good for two years, rate increased by \$100 for each additional year authorized in the permit agreement.

<b>CONTRACTOR REGISTRATION</b>	<b>REGISTRATION/RENEWAL</b>
Electrical Contractor	\$N/A
General Contractor	\$150.00
Irrigator Contractor	\$100.00
Mechanical Contractor	\$100.00
Plumbing Contractor	\$N/A
Water Well Driller	\$100.00
Contractor must pay annual registration fees	

<b>ADMINISTRATIVE</b>	<b>FEES</b>
Court House Filings	Actual cost +120% of County fees
Open Record Request	Follow Texas Administrative Code
Solicitor Registration	\$25.00 per person
Mowing Weeds	\$100.00/hr.
Non-sufficient funds	\$40.00

<b>PROFESSIONAL SERVICES</b>	<b>FEES</b>
Engineering Fees	Billed at 120% of invoice
Attorney Fees	Billed at 120% of invoice

## **INSPECTION GUIDELINES**

Technical information and inspections may be requested by calling (940) 241-2677 Monday through Friday between the hours of 8:00 a.m. and 4:30 p.m. The Town reserves a 24-hour notice on all inspections; inspections will be made as soon as practicable.

Job address must be posted in a prominent location and be of adequate size so as to be easily read from the street. If the address is not posted, no inspection will be made and a re-inspection fee will be assessed, and must be paid before the next inspection.

The following are minimum guidelines and are prepared for your convenience; they are not intended to be all-inclusive. Applicable codes will prevail.

It is a firm requirement of the contractor/owner/buyer to provide an authorization to construct septic form provided by the TNRCC for all septic system construction/expansion. This authorization must be turned in with construction permit application and plans of the project.

The Town of Copper Canyon has adopted the 2009 International Building Code.

### **NEW RESIDENCE**

#### **I. REQUIRED INSPECTION FOR NEW RESIDENCE:**

- A. Building Plan Approval
- B. Erosion Plan Approval
- C. Trash Bin, Porta Potty and Erosion Fence Installed
- D. Temporary Pole (T-Pole)
- E. Form Board Survey (stamped (3<sup>rd</sup> party)) – send copy to [permitting@coppercanyontx.com](mailto:permitting@coppercanyontx.com)
- F. Pier Holes (if applicable)
- G. Plumbing Rough-In (Water-Test)
- H. Foundation
- I. Sheathing
- J. Cross Timbers Water Supply CSI Inspection (call them directly – (940) 584-0780)
- K. Denton County ESD #1 Fire Suppression System Rough Inspection (call them directly – (940) 464-7102)
- L. Seconds
  - 1) Frame
  - 2) Fireplace
  - 3) Electrical Rough-In
  - 4) Mechanical Rough-In
  - 5) Plumbing Top-Out (2-story water test)
  - 6) Gas (pressure test)
  - 7) Brick Ties/lath/stucco
- H. Meter Releases
  - 1) Conditional Perm Electric (30 days)
  - 2) Conditional Perm Gas (30 days)
- I. Cross Timbers Water Supply Water Meter Box / Backflow Inspection (call them directly)
- J. Denton County ESD #1 Fire Suppression System Final Inspection (call them directly)
- K. Finals
  - 1) Finals Building (Certificate of Occupancy)

- 2) Final Mechanical
- 3) Final Plumbing
- 4) Final Electrical

II. An inspection card will be left in a prominent location near the front door at the time of the first inspection. For your protection, that card must remain on the job until all the categories are approved and initialed by the inspector. Save all relevant inspection tags. If the inspection card is lost, report to the town building official for a replacement card and update inspection information.

III. Following is a partial list of items that the inspector will be looking for. These are not all the items being looked for but are the most common areas of violations found.

Follow the respective codes indicated in this guide to help prevent red tags and subsequent re-inspection fees

A. TEMPORARY POLE AND FOUNDATION FROM SETBACK:

- 1) Pole must be well secured.
- 2) GFI must be in place for all circuits but the 220V.
- 3) Outside plugs to be waterproofed.
- 4) All blanks to be properly filled in panel face.
- 5) 8 foot ground rod fully driven.

FOUNDATION FROM SETBACK:

- 6) Forms set
- 7) Property lines marked with string lines or some physical identification to measure to.
- 8) Form placement survey by registered surveyor will be accepted in lieu of physical measurement.

B. PLUMBING ROUGH: (SEPTIC SYSTEM IS A SEPARATE INSPECTION AND FEE):

- 1) All traps are to be above the slab with the exception of tubs, showers and floor drains only. All floors to be "stack vented".
- 2) Waterlines under slabs must be type "L" copper or better.
- 3) Maximum of three opening on 1/2" lines.
- 4) Maximum of 20 feet on 1/2" lines.
- 5) Any approved UPC material may be used for water service line.
- 6) Water line test to be 60 psi.
- 7) All the drain systems must be stack vented.
- 8) All drain lines to be well bedded.
- 9) Must have 5-foot head on water test or 5 pounds air test on all drain lines.
- 10) Drain lines can be cast iron or schedule 40 PVC below the slab.
- 11) 3" drain lines are sufficient for max of 3 water closets then increase to 4" where fourth connects.
- 12) Two opposing combinations will be installed at the sewer connection for the cleanouts. (See Exhibit A)
- 13) Do not put T&P drain line in slab without prior approval.
- 14) No water pipes or water heaters allowed in unheated walls or attics.

- 15) Island sink (loop) vents must be authorized in advance by the inspection department and installed according to the instructions provided. (See Exhibit B)

C. FOUNDATION

- 1) Conventional slabs shall conform to the attached form showing the minimum requirements. (See Exhibit C)
- 2) Post-tensioned slabs shall be engineered; both the cable layout plans and the beam detail sheet shall bear the engineers stamp, signature, date and location of the project.
- 3) All copper pipes shall be adequately wrapped so as to prevent coming in contact with concrete.

D. CROSS TIMBERS WATER SUPPLY (CTWS) – Customer Service Inspections (CSI)

- 1) Schedule directly with CTWS Water (940-584-0780)
- 2) Must be completed prior to insulation and sheetrock being installed.
- 3) Must be completed prior to requesting electrical rough, mechanical rough, plumbing top-out and framing inspections from the Town's inspector.

E. DENTON COUNTY ESD 1 – Fire Suppression System Inspections (if under-roof square footage is 5,000 square feet or more)

- 1) Schedule directly with DCESD 1 (940-464-7102)
- 2) Rough inspection must be completed and approved prior to requesting electrical rough, mechanical rough, plumbing top-out and framing inspections from the Town's inspector.
- 3) Proof of AFD's approval must be on site.

F. ELECTRICAL ROUGH, MECHANICAL ROUGH, PLUMBING TOP-OUT AND FRAMING ('2<sup>nd</sup>'s Inspection):

- 1) Range wire shall be at least 10/3 or SE 6/2 and terminate in a box.
- 2) Oven wire shall be at least 8/3 and in a box.
- 3) Dishwasher and disposal shall be on separate 20 AMP circuits. (not included on small appliance circuits)
- 4) Clothes dryer circuit to be at least 10/3.
- 5) There shall be an outlet within 6" of any wall opening, on any wall 2 feet or longer and no further than 12 feet apart.
- 6) Each counter top space of 12" or more shall have a GFI protected outlet. Each 24" of counter space shall be served by a GFI protected outlet.
- 7) All outlets in the garage (except a dedicated circuit for freezer), outside within 6 feet of the ground and in the bathrooms shall be GFI protected.
- 8) Incandescent light fixtures must be at least 12" horizontally from a closet shelf.
- 9) Smoke detectors are to be in each bedroom, hallway serving and living area. All are to be wired in series.
- 10) Install an outlet and a light at air handling unit in attic. Light switch is to be at attic entrance.

G. MECHANICAL ROUGH

- 1) Mechanical ventilation must be provided for bathrooms and laundry rooms when exterior window or at least 1.5 square feet of openable area is not provided.

- 2) Primary condensate line to terminate at tub, inlet side of a lavatory or top of washer box.
- 3) Emergency condensate line to terminate over a window.
- 4) For attic units a light must be provided at the unit and an outlet within 20 feet for service work.
- 5) A 24" wide catwalk to unit is required and a 30" wide working platform along the length of unit.

#### H. PLUMBING TOP-OUT:

- 1) All water lines must be adequately protected from freezing.
- 2) All plumbing to be stack vented including 2nd floor.
- 3) Block all walls around shower pan, wrap curbs and use pre-fab corners at each end of curb. Shower pan is to be 3" taller than finished curb.
- 4) Water test required for second floor plumbing.
- 5) No drain vents to terminate within 10 feet or less than 3 feet above an openable window.
- 6) No vent may be horizontal when less than 6" above the fixture served.
- 7) No water pipes or water heaters allowed in unheated walls or attics. Water heaters may be in a garage against the heated wall of the house only.
- 8) Temperature and pressure relief drain lines are to be ¾" hard drawn copper. No flex line allowed on T & P and may not be in slab.
- 9) 2" pipes may not penetrate a 2x4 stud; must be a 2x6. 1-1/2" pipes may penetrate a maximum of two 2x4 studs in succession if they are doubled and bored to fit pipe.

#### I. FRAMING

- 1) Anchor bolts are required no more than 6 feet apart.
- 2) Bottom plates shall be of treated material.
- 3) 1x4 bracing must be let into top and bottom plates and be no more than 60 degrees or less than 45 degrees from the vertical. Bracing must occur every 25 feet. Other methods are accepted with prior approval.
- 4) All headers for openings over 4 feet (2 feet in bearing walls) shall be of proper sized 2" lumber on edge.
- 5) Joist and rafter span tables must be adhered to.
- 6) Required purlins shall be 2" lumber at least as large as the rafter supported and shall be braced at least every 6 feet. No roof braces shall be connected to the ceiling joists.
- 7) Ridges, hips and valleys shall be at least as large as the end cut of the rafter attached to it. No scabs allowed.
- 8) Strongbacks must be supported at their ends to a wall.
- 9) Rafter (collar) ties shall not be more than 4 feet apart.
- 10) All furred ceilings and walls must be sealed (draft stopped) with sheetrock or plywood so as to isolate the stud cavities from the attic or floor/ceiling cavities. All penetrations of the draft stops must be tightly sealed.
- 11) Top plates are to be continuous throughout. If severed or arched window, gable must be diaphragm, outside, with ½" plywood. Plates are to be strapped to king stud or header. When plate height change occurs block between continuing 2 stud spaces and strap all together w/4' structural strap.
- 12) Joists larger than 2x6 are required to be full depth blocked at each end and middle of span.
- 13) Lay down (California) valleys are not allowed. Valley must be cut in as a valley rafter.

- 14) Do not “shave” valleys or hips. When protruding into ceiling area furr the rest of the ceiling.
- 15) Chimney is to extend 2’ minimum above any part of the building within 10’ (pitch x 10” plus 24” equals min. height of short side above roof)
- 16) Stud and joist notching and boring details are included in picture in handbook. ( See Exhibit D)
- 17) 5/8” Code Sheetrock must be installed underneath all stairways at time of framing inspection.

J. WALL TIES:

- 1) Wall ties shall not support more than 2 square feet of brick (need 4 ties per stud).
- 2) Wall ties must be at least 22-gauge sheet metal.
- 3) Roof rakes may have brick if supported to foundation on tripled, treated rafters and 4x6 angle iron bolted to gable studs by ½” X 3” lag bolts. Brick may not be on roof around chimneys and around corners unless supported directly to slab via steel posts.

K. FIREBOX:

- 1) Firebrick must be laid flat except for soldier course for top row.
- 2) Use fireclay mortar or no larger than ¼” joints.
- 3) Have box finished with damper installed and smoke shelf open and veneered in front to damper with a 9” (minimum) skirt. Gas (if supplied) line must be in.

L. CROSS TIMBERS WATER SUPPLY (CTWS) – Water meter box/backflow Inspection

- 1) Schedule directly with CTWS Water (940-584-0780)
- 2) Must be completed and approved prior to requesting a certificate of occupancy from the Town
- 3) Proof of CTWS’s approval must be on site

M. DENTON COUNTY ESD No.1 – Fire Suppression System Inspection (if under-roof square footage is over 5,000 square feet)

- 1) Schedule directly with DCESD1 (940-464-7102)
- 2) Must be completed and approved prior to requesting a certificate of occupancy from the Town
- 3) Proof of DCESD1’s approval must be on site.

N. FINAL: (INCLUDING ALL TRADES AND FINAL GRADE):

- 1) CTWS approval of water meter box/backflow inspection
- 2) DCESD1 approval of Fire Suppression System (if applicable)
- 3) House shall be ready to occupy.
- 4) Exterior outlets shall have waterproof covers.
- 5) All exterior hose bibs shall have vacuum breakers.
- 6) T&P line shall terminate between 6 inches and 24 inches above the ground with a 90-degree elbow pointing down.
- 7) Chimney must terminate at least 2 feet higher than any portion of the building within 10 feet.
- 8) A/C unit must be wired with weatherproof wiring in conduit or weatherproof conduit. Disconnect required if not in sight of service disconnect.
- 9) Lot must be final graded, and all excess building material removed.
- 10) T&P line for water heater must be hard drawn copper.
- 11) GFI circuit protectors in place.

- 12) Panel completed and circuits identified.
- 13) Smoke detectors situated as per code to protect each bedroom area. Upstairs smoke detector to be placed at highest point over stairwell.
- 14) Dishwasher hose must be attached to the counter top as high as possible.

### **DRIVEWAY AND CULVERT STANDARDS**

A driveway permit shall be required for the installation of new or replacement of driveways within the Town of Copper Canyon. The following are the Driveway and Culvert Standards:

#### **IV. Driveways Standards**

- A. All Driveways shall intersect public and private roads at ninety-degree angles.
- B. Adequate site distance and on-site maneuvering shall be available from every driveway.
- C. All driveways longer than 150-feet long must have an emergency turn around that is approved by the Fire Marshall.
- D. Driveways shall be governed by the table and figures below.

#### **DRIVEWAY REQUIREMENTS**

	<b>Residential (Min) (Max)</b>	<b>Commercial (Min) (Max)</b>
<b>A - Driveway Throat Width</b>		
<i>Local</i>	15 – 28 ft	30 – 40 ft
<i>Collector</i>	15 – 28 ft	30 – 40 ft
<i>Minor Arterial</i>	N/A	30 – 60 ft
<i>Principal Arterial</i>	N/A	30 – 60 ft
<b>Driveway Curb Radius</b>		
<i>Local</i>	5 ft (Min)	20 ft (Min)
<i>Collector</i>	5 ft (Min)	25 ft (Min)
<i>Minor Arterial</i>	10 ft (Min)	30 ft (Min)
<i>Principal Arterial</i>	10 ft (Min)	35 ft (Min)
<b>B - Minimum Centerline Driveway Spacing Along</b>		
<i>Local</i>	25-38 ft	70 ft (Min)
<i>Collector</i>	25-38 ft	120 ft (Min)
<i>Minor Arterial</i>	25-38 ft	170 ft (Min)
<i>Principal Arterial</i>	25-28 ft	230 ft (Min)
<b>Driveway Angle</b>	90°	90°
<b>C - Minimum Distance from Driveway to Intersection</b>		
<i>Local</i>	50 ft (Min)	100 ft (Min)
<i>Collector</i>	50 ft (Min)	120 ft (Min)

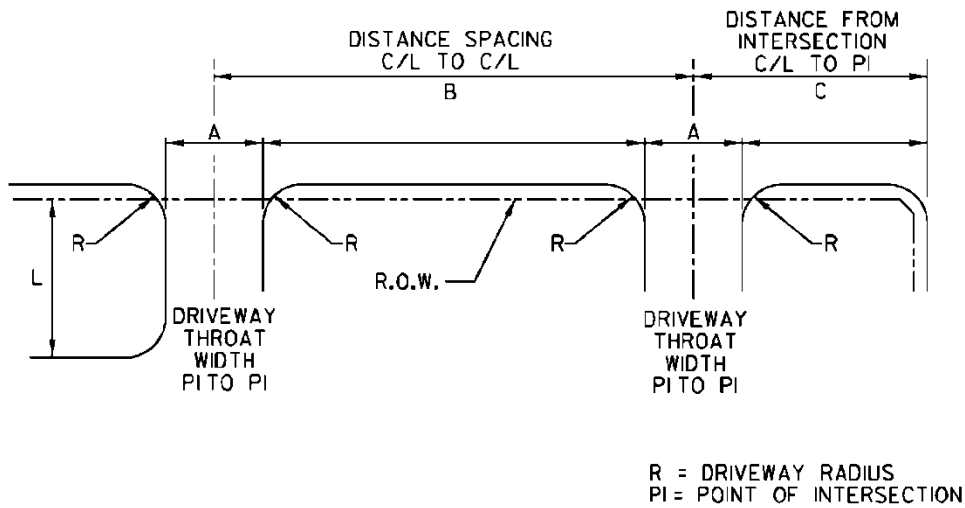
<i>Minor Arterial</i>	150 ft (Min)	150 ft (Min)
<i>Principal Arterial</i>	150 ft (Min)	150 ft (Min)

**Maximum Approach Grade**

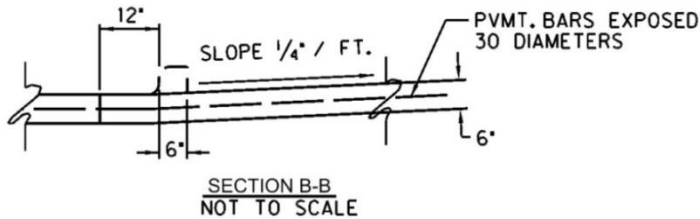
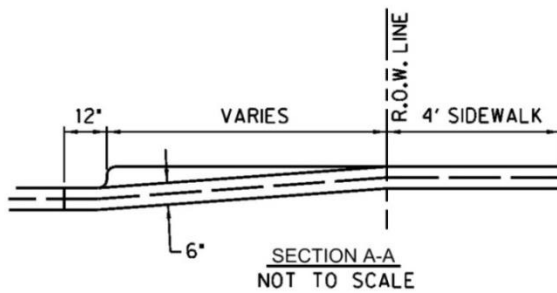
<i>Local / Collectors</i>	10% (Max)	6% (Max)
<i>All Others</i>	10% (Max)	6% (Max)
<i>Right Turn Requirement</i>	10% (Max)	6% (Max)

Based on 40 mph.

Driveway width plus radius must be contained within the property frontage, between the extended property lines.  
State Standards, if more restrictive, shall apply to State maintained roadways.

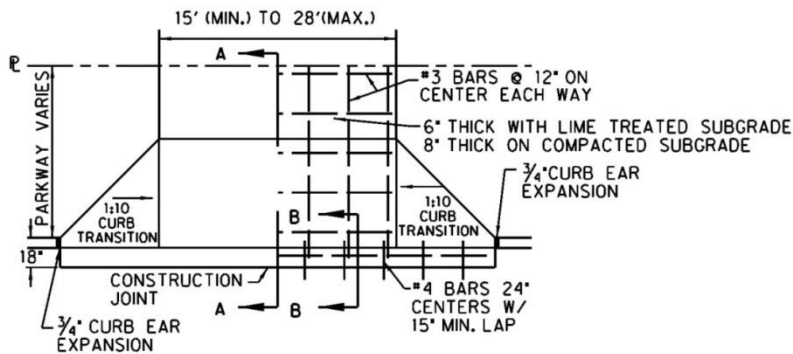






**NOTE:**

CURB, GUTTER, PAVEMENT, AND VALLEY TO BE POURED MONOLITHIC. THE REINFORCED CONCRETE VALLEY SHALL REPLACE THE CONCRETE PAVING WITH THE SUBGRADE AND BASE TREATMENT REMAINING THE SAME IN ACCORDANCE WITH THE TYPICAL PAVING SECTION. THE CONCRETE VALLEY WILL BE CONSTRUCTED ACCORDING TO THE TOWN OF COPPER CANYON PAVING STANDARDS.



**NOTES:**

1. DRIVEWAYS SHALL BE 15 FOOT WIDE. NEW DRIVES WILL BE CONSTRUCTED IN REINFORCED CONCRETE TO PROPERTY LINE, IN REPLACING EXISTING DRIVES, THE EXISTING DRIVE WILL BE SAWED AND REMOVED AT A DISTANCE WHICH WILL ASSURE A SMOOTH GRADE, (TO BE SPECIFIED BY THE ENGINEER) AND WILL BE REPLACED TO THAT POINT. GRADE NOT TO EXCEED 1/10 TO THE FOOT RISE.
2. FOR DRIVEWAYS BEING INSTALLED TO EXISTING PAVEMENT, SAWCUT CURB AND DOWEL INTO EXISTING PAVEMENT. SEE DOWEL DETAIL ON THIS SHEET.

**E. Additional Requirements for Commercial Driveways**

1. The parking lot and driveways shall be so designed to allow vehicles to exit the street in a forward manner, park, load and unload totally within the site and shall enter onto the street in a forward manner. In no instance shall vehicles use street right-of-way to travel in reverse.

2. Service drives to off-street parking areas shall be designed

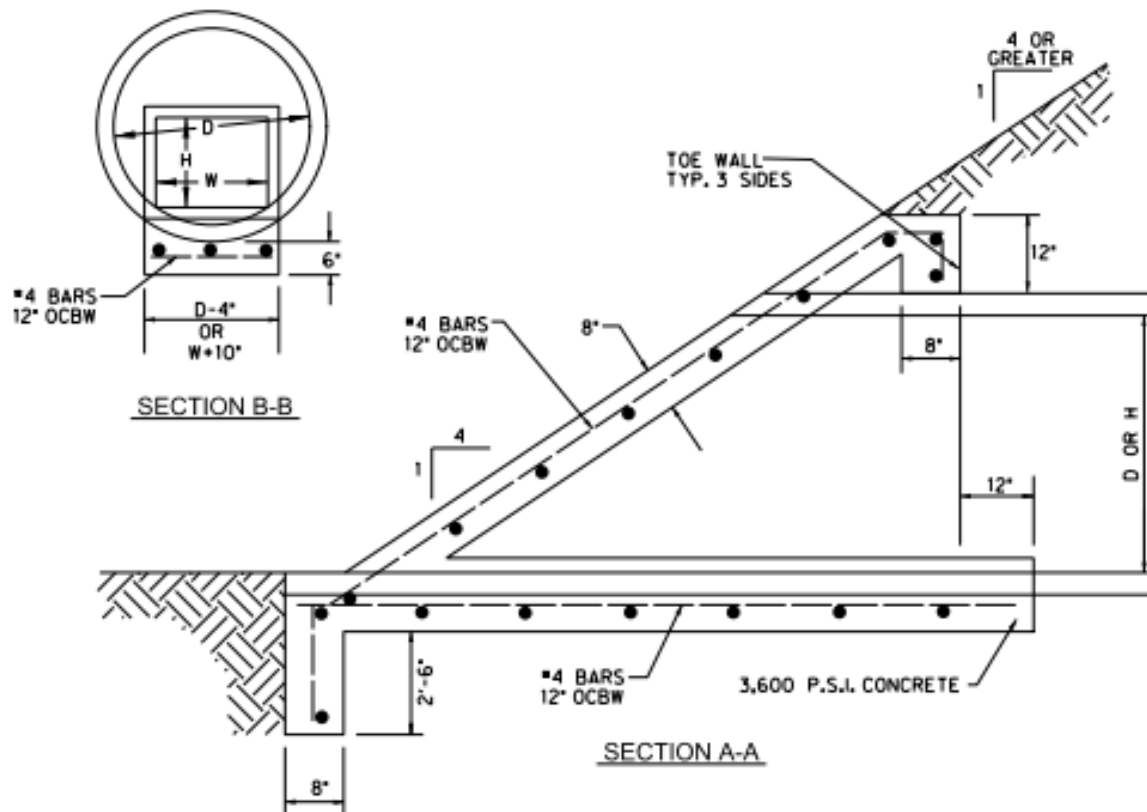
and constructed to facilitate the flow of traffic, provide maximum safety of traffic access and egress and maximum safety for pedestrians and vehicular traffic on the site. The number of service drives shall be limited to the minimum that will allow the property to accommodate the traffic to be anticipated. Service drives shall not be more than thirty (30) feet in width and shall be clearly and permanently marked and defined through use of rails, fences, walls or other barriers or markers on frontage not occupied by service drives. Service drives on the same lot frontage shall be separated by a minimum length of curb of thirty (30) feet. For every foot by which the lot frontage exceeds one hundred (100) feet, the minimum required length of curb shall be increased by one (1) foot, up to a maximum requirement of two hundred (200) feet. In the case of a corner lot, service drives shall be

located not closer than thirty (30) feet to the intersecting street line. The access to service drives from a street shall be located not closer than fifteen (15) feet to a side lot line, except that a common service drive to two (2) adjacent properties with width not exceeding twenty-four (24) feet may be provided at the common lot line.

3. Service drives shall have a minimum vision clearance area formed by the intersection of the driveway centerline, the street right-of-way line, and a straight line joining said lines through points thirty (30) feet from their intersection.
4. Driveways should be used jointly at median openings

#### V. Driveway Culvert Standards

- A. Driveway entrances connecting to the Town's roadways or streets shall be provided culverts, sized by a Professional Engineer to carry the 100-year flow in the roadside ditch.
- B. The driveway culvert shall have a minimum diameter of 15-inches. Property owner or his engineer shall provide enough information to the Town Engineer to justify the smaller diameter culvert.
- C. The driveway culvert shall be Reinforced Concrete Pipe (RCP), Class III or better. Reinforced Concrete Box (RCB) shall conform to ASTM C789. Metal, Plastic, or PVC culverts are not permitted in the Right-of-Way.
- D. All culverts shall have at least six inches (6") of cover between the top of the culvert and driveway surface unless alternative design is approved by the Town's Engineer at the installer's expense.
- E. Sloped Concrete Headwalls shall be installed on each end of the reinforced concrete culvert (refer to the details below). The sloped concrete headwall shall have a minimum slope of 4:1. TxDOT Precast Safety End Treatment (PSET) with 4:1 slope is an acceptable alternative.
- F. For a lot with an existing house, the property owner may install a driveway culvert that is the same size as the largest culvert upstream from the proposed driveway. The minimum culvert diameter shall be 15 inches or obtain a variance from the Town Engineer. Property owner shall provide enough information to the Town Engineer to justify the smaller diameter culvert.



**SLOPED HEADWALL**  
N.T.S.

## **EROSION CONTROL STANDARDS**

Erosion control measures shall be installed to ensure that no sediment is discharged onto the Town's right-of-way, adjacent properties or drainage facilities, such as easements or ponds. Property Owner and/or Contractor shall comply with the TCEQ General Permit TXR150000 when grading or disturbing the soil of a property. Erosion Control Best Management Practices per NCTCOG iSWM shall be implemented when disturbing the soil and also perform good housekeeping measures to ensure no sediment or other potential pollution from leaving the site due to construction activity and equipment. The following are some, but not limited guidelines, for property owners and contractors to follow:

### **VI. Site Disturbance**

#### **A. For Site Disturbance less than one (1) acre:**

1. Erosion Control measures shall be installed to contain the potential erosion due to construction activities. The following are some examples, but not limited, of erosion control measures to be installed:
  - a) Silt Fence around disturbed areas, exposed soil or stockpiles.
  - b) Construction Entrances to reduce soil from tracking into the public road. Owner and or Contractor shall be responsible for sweeping the street if soil is tracked into public roads.
  - c) Vegetation re-establishment (seeding or sod) shall begin within 14 days after construction activities are completed or if construction temporarily stopped.

#### **B. For Site Disturbance between one (1) acre and below five (5) acres:**

1. The Property owner and/or Contractor shall post a Construction Sign in compliance with the TCEQ TXR150000 General Permit.
2. Erosion Control Plan and SWPPP shall be submitted to the Town for review and approval prior to beginning of grading activities.
3. Owner and or Contractor shall be responsible for sweeping the street if soil is tracked into public roads.

#### **C. For Site Disturbance five (5) acres and above:**

1. The Property owner and/or Contractor shall post a Construction Sign in compliance with the TCEQ TXR150000 General Permit.
2. Erosion Control Plan and SWPPP shall be submitted to the Town for review and approval prior to beginning of grading activities.
3. Owner and or Contractor shall be responsible for sweeping the street if soil is tracked into public roads.

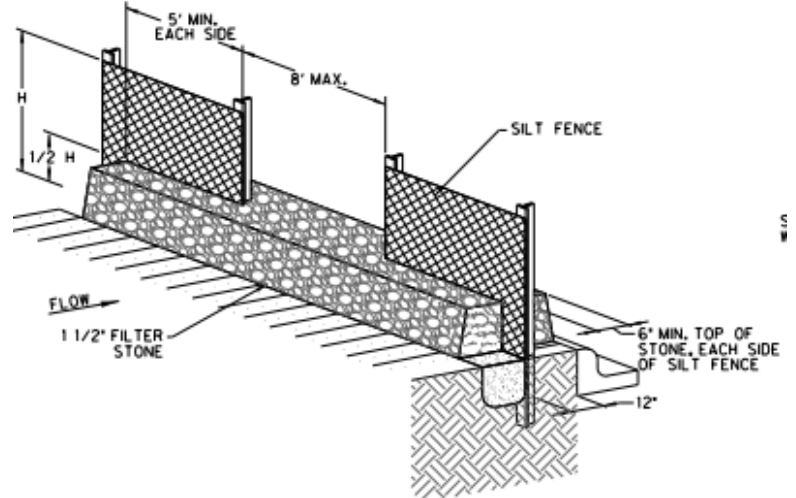
## SILT FENCE DETAILS AND NOTES

### SILT FENCE GENERAL NOTES

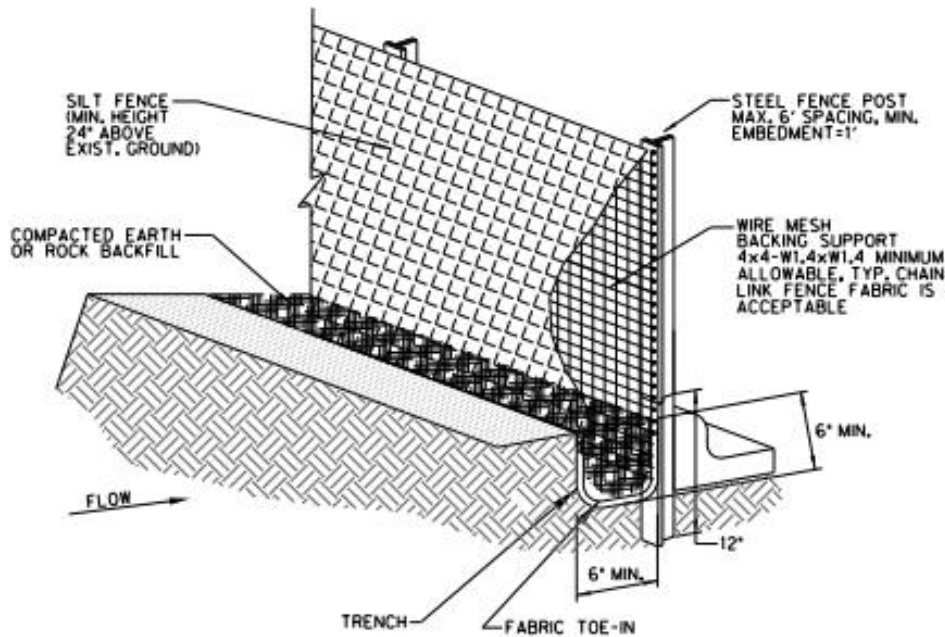
- (1) STEEL POSTS WHICH SUPPORT THE SILT FENCE SHALL BE INSTALLED ON A SLIGHT ANGLE TOWARD THE ANTICIPATED RUNOFF SOURCE. POST MUST BE EMBEDDED A MINIMUM OF ONE FOOT.
- (2) THE TOE OF THE SILT FENCE SHALL BE TRENCHED IN WITH A SPADE OR MECHANICAL TRENCHER, SO THAT THE DOWNSLOPE FACE OF THE TRENCH IS FLAT AND PERPENDICULAR TO THE LINE OF FLOW. WHERE FENCE CANNOT BE TRENCHED IN (e.g. PAVEMENT), WEIGHT FABRIC FLAP WITH ROCK ON UPHILL SIDE TO PREVENT FLOW FROM SEEPING UNDER FENCE.
- (3) THE TRENCH MUST BE A MINIMUM OF 6 INCHES DEEP AND 6 INCHES WIDE TO ALLOW FOR THE SILT FENCE FABRIC TO BE LAID IN THE GROUND AND BACKFILLED WITH COMPACTED MATERIAL.
- (4) SILT FENCE SHOULD BE SECURELY FASTENED TO EACH STEEL SUPPORT POST OR TO WOVEN WIRE, WHICH IN TURN IS ATTACHED TO THE STEEL FENCE POST. THERE SHALL BE A 3 FOOT OVERLAP, SECURELY FASTENED WHERE ENDS OF FABRIC MEET.
- (5) INSPECTION SHALL BE MADE EVERY TWO WEEKS AND AFTER EACH  $\frac{1}{2}$ " RAINFALL. REPAIR OR REPLACEMENT SHALL BE MADE PROMPTLY AS NEEDED.
- (6) SILT FENCE SHALL BE REMOVED WHEN THE SITE IS COMPLETELY STABILIZED SO AS NOT TO BLOCK OR IMPEDE STORM FLOW OR DRAINAGE.
- (7) ACCUMULATED SILT SHALL BE REMOVED WHEN IT REACHES A DEPTH OF HALF THE HEIGHT OF THE FENCE. THE SILT SHALL BE DISPOSED OF AT AN APPROVED SITE AND IN SUCH A MANNER AS TO NOT CONTRIBUTE TO ADDITIONAL SILTATION.

**NOTE:**

STONE OVERFLOW STRUCTURES OF OTHER OUTLET CONTROL DEVICES SHALL BE INSTALLED AT ALL LOW POINTS ALONG THE FENCE OR EVERY 300 FEET IF THERE IS NO APPARENT LOW POINT

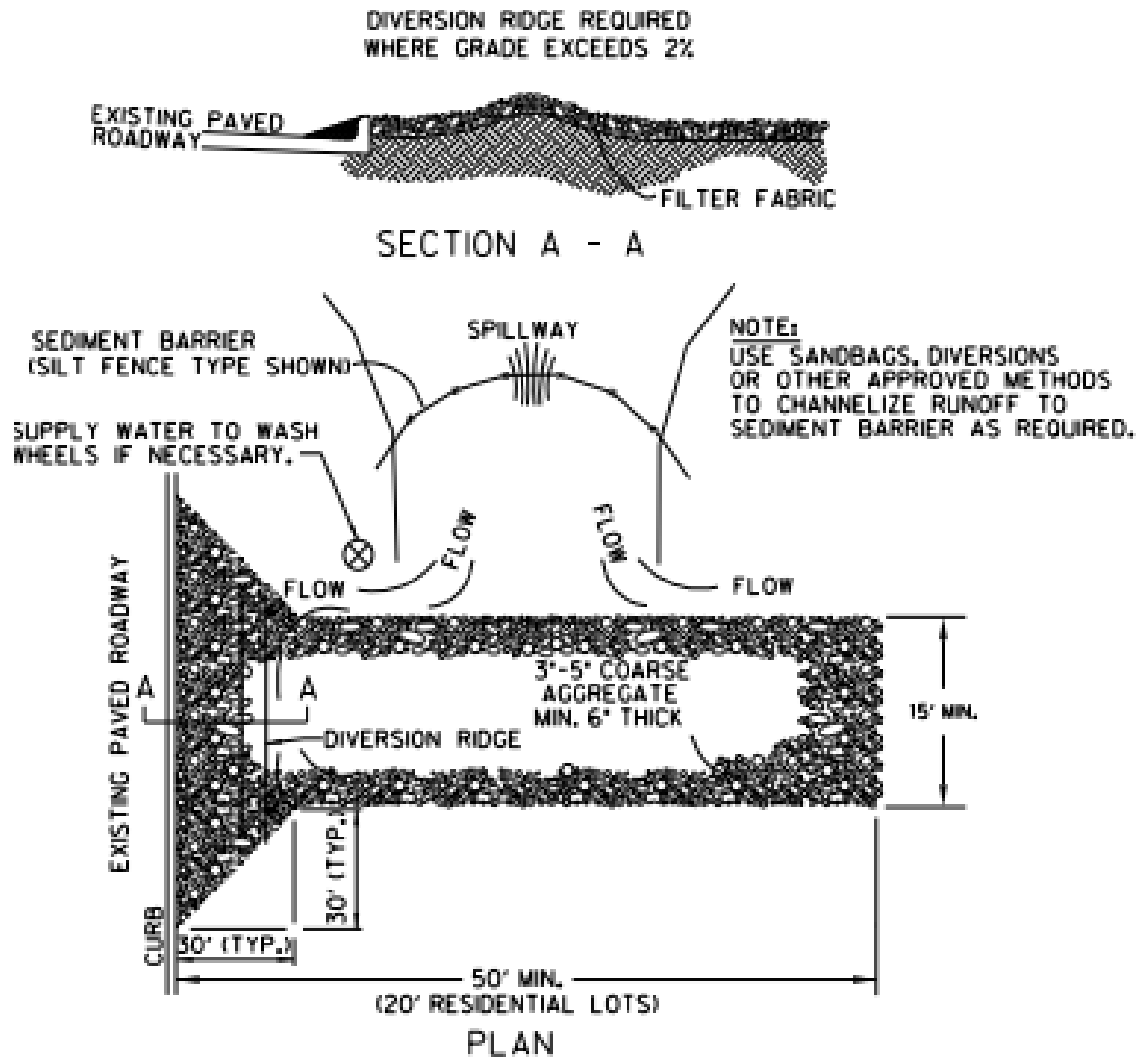


**SILT FENCE  
STONE OVERFLOW STRUCTURE  
N.T.S.**

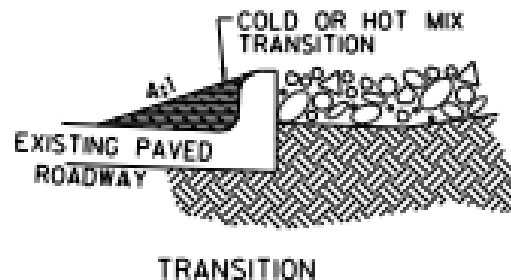


**ISOMETRIC PLAN VIEW  
N.T.S.**

## CONSTRUCTION ENTRANCE DETAILS AND NOTES



NOTE:  
WHEN SEDIMENT HAS SUBSTANTIALLY  
CLOGGED THE VOID AREA BETWEEN THE  
ROCKS, THE AGGREGATE MAT MUST BE  
WASHED DOWN OR REPLACED. PERIODIC  
RE-GRADING AND TOP DRESSING WITH  
ADDITIONAL STONE MUST BE DONE TO  
KEEP THE EFFICIENCY OF THE ENTRANCE  
FROM DIMINISHING.



## TEMPORARY STONE CONSTRUCTION ENTRANCE/EXIT N.T.S.

## **ACCESSORY STRUCTURES**

Front Yard Setback:	
Side Yard Setback :	
Rear Yard Setback :	
Height (20' or less):	
Color Proposed? (must be earthtone):	
Septic system is location identified on plans	
Structure distance from easement	

### **VII. Requirements per Ordinance 16-002**

#### **A. Accessory Buildings in Non-Residential Zoning Districts**

- 1) Shall be located at least ten feet (10') from any dwelling or building existing or under construction on the same lot or any adjacent lot.

#### **B. Accessory Buildings on Residential Lots of Less Than Two Acres in Size**

- 1) No more than one (1) minor accessory building and one (1) major accessory building shall be authorized.
- 2) Any major accessory building may exceed the maximum height requirement of twenty feet (20') provided that for every one foot (1') over the maximum height requirement, the rear yard setback for the accessory building is increased five feet (5') and the side yard setback for the accessory building is increased five feet (5'). In no case shall a major accessory building exceed the lower of thirty-five feet (35') or the height of the primary structure.

#### **C. Accessory Buildings on Residential Lots of Two Acres or More in Size**

- 1) No more than two (2) major accessory buildings shall be authorized.
- 2) Any major accessory building may exceed the maximum height requirement of twenty feet (20') provided that for every one foot (1') over the maximum height requirement, the rear yard setback for the accessory building is increased five feet (5') and the side yard setback for the accessory building is increased five feet (5'). In no case shall a major accessory building exceed the lower of thirty-five feet (35') or the height of the primary structure.
- 3) Minor accessory buildings shall be located only in the rear yard.
- 4) The Town Council may grant exceptions to these requirements for major accessory buildings on residential lots of two (2) acres or more in size upon a finding by the Town Council that there are unique circumstances, including but not limited to lot size, existing or proposed use of the property or site-specific issues, that merit an exception to these requirements.

#### **D. Additional Requirements for all Accessory Buildings**

- 1) The color of an accessory building roof must closely resemble the color of the walls or roof of the principal building; however, nothing herein shall prohibit the use of unpainted galvanized metal for

roofing. Further, the walls of an accessory building may consist of exterior siding, stone, metal or masonry.

- 2) No accessory building shall be located in the front yard of any lot, or the side yard of any lot abutting a street.
- 3) No accessory building shall be located within any easement.
- 4) No accessory building shall be used as habitable space.
- 5) No accessory building may be placed so as to negatively impact drainage on any adjacent lot by diversion or impoundment of stormwater flows. A drainage plan, approved by the Town Engineer, shall be required for any accessory building that impacts drainage and said drainage plan shall provide for the proper diversion or impoundment of stormwater flows.
- 6) For any lot on which a septic system is located, no accessory building may be placed on said lot in such a location that may interfere with or prohibit the routine maintenance, replacement and repair of the septic system. For any such lot, a plan shall be provided to the Town showing the layout of the septic system, the location of the proposed accessory building, and shall be subject to review by the Town Engineer to verify no interference with septic system maintenance, replacement and repair.
- 7) The color of accessory building walls must be earth-tone.
- 8) The rear yard setback for any accessory building shall be a minimum of fifteen feet (15') and the side yard setback for any accessory building shall be a minimum of fifteen feet (15').
- 9) A detached garage shall be considered an accessory building.
- 10) In all residential zoning districts, a building or structure attached to the principal building or structure by only a breezeway having a maximum width of six feet (6') shall be considered as being a detached accessory building or structure.
- 11) Building height shall be measured from top of slab to roof ridge.

VIII. REQUIRED INSPECTIONS FOR ACCESSORY STRUCTURES W/O UTILITIES: The following inspections must be made on the same trip as indicated. If they are called separately the additional calls are not covered by the permit fee and will be charged for as a re-inspection fee of \$75.00

A. Moved Buildings: (Portable)

1. Setback with building in place (as per approved plans).

B. Constructed on Site: (Unfinished Interior)

1. Setback and foundation (as per approved plans).
2. Final (all construction completed).

C. Constructed on Site: (Finished Interior)

1. Setback and foundation (as per approved plans).
2. Framing structure prior to interior finish (no final required).

IX. REQUIRED INSPECTIONS FOR ACCESSORY STRUCTURES UTILITIES: The following inspections must be made on the same trip as indicated. If they are called separately the additional calls are not covered by the permit fee and will be charged for as a re-inspection fee of \$75.00

- A. Setback
- B. Plumbing and (or) electric rough (in ground)
- C. Foundation
- D. Electrical, mechanical, plumbing top-out and framing



- E. Final inspection includes all trades  
Requirements of trades will be same as for a residence

## **IN-GROUND POOLS**

### **I. REQUIRED INSPECTIONS FOR IN GROUND POOLS**

- A. Setback, belly steel and ground
- B. Deck steel and ground
- C. Fence inspection prior to plaster and filling of pool
- D. Final (Electrical and Plumbing)

### **II. Following is a list of the items being looked for. This is meant as a guide to assist you in obtaining approval for your work and is not necessarily all that will be looked for.**

#### **A. Setback:**

- 1. Pool must be located as approved for permit with setbacks indicated on the plans.

#### **B. Belly steel and ground**

- 2. Steel must be free of mud, debris and ice and be properly supported.
- 3. Ground wire must be properly clamped to steel and looped out at four places. All underwater equipment and slides or diving board foundations to be bonded.
- 4. All water pumped out of a hole.

#### **C. Deck steel and ground**

- 1. Loops bonded to deck and all steel within 5 foot bonded.
- 2. Drain pipes run and terminated 50 feet from leaching fields of septic system.
- 3. Fence inspection prior to plaster and filling of pool. Barrier shall be at least forty-eight (48) inches above grade measured on the side of the barrier, which faces away from the swimming pool. Maximum vertical clearance between grade and the bottom of the barrier shall be two (2) inches measured on the side of the barrier, which faces away from the swimming pool; it may be 4 inches when grade is a solid surface such as a concrete deck or when the barrier is mounted on the top of the above ground pool structure. Barriers that have horizontal members spaced less than forty-five (45) inches apart, the horizontal members shall be placed on the poolside of the barrier. Any decorative design work on the side away from the swimming pool, such as protrusions, indentations or cutouts, which render the barrier easily climbable, is prohibited. Opening in the barrier shall not allow passage of 1 ¾ inch diameter sphere. See page 4-5 of Zoning Ordinance for exceptions. Access gates shall be self-locking.

#### **D. Final:**

- 1. Vacuum breakers on all hose bibs within 50 feet of pool
- 2. Outlets and GFI breakers as required by code

## **IN-GROUND SPA**

- I. REQUIRED INSPECTIONS FOR INGROUND SPA:
  - A. Setback, belly steel if gunite
  - B. Deck steel , plumbing and electrical
  - C. Fence inspection
  - D. Final
  
- II. Following is a list of the items being looked for. This is meant as a guide to assist you in obtaining approval for your work and is not necessarily all that will be looked for.
  - A. Setback, ground and belly steel:
    - 1. Setback must be as indicated on approved plans
    - 2. Belly steel must be bonded as in a pool
  - B. Deck steel, plumbing and electrical:
    - 1. Deck steel to be bonded and all plumbing and electrical to be run
    - 2. Any deck more than 30" above ground must have a guardrail 32" high and built so that a sphere 6" in diameter cannot pass through its members.
  - C. Fence inspection:
  - D. Final:
    - 1. GFI protection for all motors and outlets within 10 feet
    - 2. Lighting as per NEC 680-41(b).

## **ABOVE GROUND SPA OR POOL**

- I. REQUIRED INSPECTIONS FOR AN ABOVE GROUND SPA OR POOL:
  - A. Setback, electrical and plumbing
  - B. Deck and final
  
- II. Following is a list of the items being looked for. This is meant as a guide to assist you in obtaining approval for your work and is not necessarily all that will be looked for.
  - A. Setback, electrical and plumbing:
    - 1. Setback must be as indicated on approved plans
    - 2. Electrical and plumbing must be installed and exposed for inspection
  - B. Deck and final:
    - 1. Deck must be installed and if more than 30" above ground must have a 32" guard rail constructed so that at a 4" sphere cannot pass through its members
    - 2. All hose bibs within 50 feet must have a vacuum breaker
    - 3. GFI protection for all motors and outlets within 10 feet
    - 4. Lighting as per NEC 680-41 (b)

## **IRRIGATION SPRINKLER SYSTEM**

- I. REQUIRED INSPECTIONS FOR AN IRRIGATION SPRINKLER SYSTEM:
  - A. Approve Plan/Back Flow Protection Device (reduced pressure valve)
  - B. Final
- II. Following is a list of the items being looked for. This is meant as a guide to assist you in obtaining approval for your work and is not necessarily all that will be looked for.
  - A. Backflow preventer must be one of the following:
    - a. An approved reduced pressure principle backflow prevention assembly. Installed 12" (minimum) above grade.
    - b. Air gap backflow prevention. The vertical, physical separation must be at least twice the diameter of the water supply outlet, but never less than 1".
  - B. Control system and all heads.
  - C. Existing irrigation systems that have non-conforming use double-check valve backflow assemblies present, which undergo repair or remodel, must be retrofitted with an approved RP backflow device as above.
  - D. Backflow device to be tested by certified tester and results sent to: [permitting@coppercanyontx.com](mailto:permitting@coppercanyontx.com) and uploaded to SC Tracking.
  - E. All work must be exposed for inspection.

## **TREE REMOVAL PERMIT**

The following is an excerpt from The Town of Copper Canyon Subdivision Ordinance Article 10 Chapter 7 – Tree Preservation. Refer to Tree Preservation Ordinance

- A. No person, directly or indirectly, shall critically alter, cut down, destroy, remove or move, or effectively destroy through damaging, any protected tree without first obtaining a Tree Removal Permit, unless otherwise specified in this Chapter. The application for a tree removal permit shall be submitted on a form provided by the Town. Permits may be issued with verification that the protected tree is damaged or diseased.
- B. An application for a Tree Removal Permit may be submitted in conjunction with the following:
  - 1. An application for a Development Permit to fill or grade property;
  - 2. An application for a preliminary plat, including the development of new internal streets, final plat or replat; or
  - 3. If the property is platted, an application for a Tree Removal Permit shall be submitted in advance of or in conjunction with a permit application for new construction.
  - 4. A Tree Removal Permit application also may be submitted in conjunction with a tree preservation plan.
- C. A Tree Removal Permit is not required for any tree located within the Buildable Area of a lot or site and a tree in the Buildable Area may be removed without such permit.

- D. An application for a Tree Removal Permit shall be accompanied by a site plan by a registered surveyor, engineer, architect, registered arborist or landscape architect that includes, but is not limited to, the following:
1. Delineation of site boundaries;
  2. Location of all existing or proposed structures in conjunction with a building permit application, or improvements or facilities such as streets, alleys and easements in conjunction with a plat application;
  3. A survey depicting the location, species and dbh of all protected trees to be removed; and
  4. A statement of the reason(s) for the proposed tree removal shall be summarized in legend form on the plan. The same summary shall also be submitted on a legible 8.5" x 11" document.
- E. Upon receipt of a complete application for a Tree Removal Permit, the Town's Development Review Committee shall be responsible for the review and approval, where applicable, of all requests submitted in accordance with the requirements specified herein.
- F. Any decision of the Development Review Committee may be appealed to the Town Council. Action upon an appeal by the Town Council shall be final.
- G. Consideration for the approval of a Tree Removal Permit shall be based upon the following guidelines:
1. Whether the removal of the protected tree is permitted by any of the exemptions of this Chapter;
  2. Whether a reasonable accommodation or alternative solution is available to accomplish the desired activity without the removal of the protected tree;  
The effect of the removal of the protected tree on erosion, soil moisture, retention, flow of surface waters and drainage systems;
  3. The need for buffering of residential areas from the noise, glare and the visual effects of nonresidential uses;
  4. Whether the removal of the protected tree affects the public health, safety or welfare of the Town and its residents; and
  5. Whether the application and related submittals reflect an attempt to preserve existing trees on the site.
- H. An approved Tree Removal Permit shall expire six (6) months after it is granted.
- I. In the event any protected tree is removed from property without a Tree Removal Permit, or any protected tree is injured or critically altered because of failure to follow required tree protection measures such that the tree dies or may reasonably be expected to die, the Town Administrator or designee shall have the authority to impose one or more of the following administrative or civil penalties on the developer and/or owner of the property:
1. A monetary penalty of two hundred fifty dollars (\$250.00) per caliper inch of width of the protected tree(s) removed, payable to the Town. All funds so received shall be deposited in the Tree Restoration Fund.
  2. Replacement with new trees having a total caliper width equivalent to five (5) times that of the removed tree(s). Such replacement trees shall be container-grown and have a minimum caliper width of three inches (3"), measured at six inches (6") above ground level. Alternatively, container-grown replacement trees may have a minimum caliper width of four inches (4") measured at twelve inches (12") above ground level. In either event, replacement trees shall have a minimum height of at least six feet (6') and shall be planted in a location(s) referenced in Section 7.7(D).

<b>TO BE COMPLETED BY INSPECTOR</b>	
Number of Trees To Be Removed:	_____
Number of Trees Planted:	_____
Total Caliper Inches (Dbh) Trees Planted:	_____
Comments:	

### **WELL**

- A. Water wells, underground cisterns, and pump suction pipes shall be placed no closer than fifty feet (50') from property lines, with minimum well construction requirements met or up to five feet (5') from property lines if the annular space is 3-inches larger than the outside diameter of the casing and pressure cemented or grouted from 100 feet back to the surface or from the top of the water production zone, whichever is shallower;
  - B. Fifty feet (50') from septic tanks;
  - C. One hundred feet (100') from soil absorption systems or spray areas with minimum well construction specifications met; or twenty feet (20') from a sewer pipe with watertight joints.
  - D. Provided that public water wells shall be permitted no closer than one hundred fifty feet (150') from any septic tank or fifty feet (50') from any stream, pond, or lake.
  - E. Septic tanks or holding tanks which are designed for submergence (reinforced monolithic concrete, or equal) may be placed within twenty feet (20') of streams, ponds, water wells, and underground cisterns, provided the influent and effluent lines to and from the tank are constructed using watertight sewer pipe with compression or solvent welded joints."
  - F. REQUIRED INSPECTIONS FOR A WELL
    - 1. Setback
    - 2. Plumbing, electrical and building final
- III. Following is a list of the items that the inspector will be looking for. This is meant as a guide to assist you to obtain approval for your work and is not necessarily all that will be looked for.
- A. Setback
    - 1. Setback must be as indicated on approved plans.
  - B. Plumbing, electrical and building final.
    - 1. Well must be dug and casing in place.
    - 2. Pump must be installed and all pipes and wires run and exposed for inspection.
    - 3. No plumbing connection can be made between any city-supplied water system and a private well.
    - 4. Any structure for covering and protecting the well and its components must be completed.

### **ELECTRIC PERMIT**

- I. Approve Plan
- II. Electric Rough
- III. Final (light fixtures)

## **PLUMBING PERMIT**

- I. Approve Plan
- II. Plumbing Rough
- III. Final (check water, drains, copper, etc.)

## **MECHANICAL**

- I. Approve Plans
- II. Rough
- III. Final

## **RE-INSPECTION FEE**

- I. RE-INSPECTION FEE WILL BE CHARGED IF:
  - A. The inspection called for is not completed when the inspector arrives, or;
  - B. If a red tag has been issued and the re-inspection shows that the item or items tagged have not been corrected, or;
  - C. If the inspections are not called in the order indicated by this form, or;
  - D. If a red tag is issued and a return trip is necessary.
- II. Re-inspection fee is \$75.00.

## **MOBILE HOMES**

- I. REQUIRED INSPECTIONS FOR A MOBILE HOME INSTALLATION: The following items must be inspected on the same trip as indicated. If they are called in separately, the additional trips are not covered by the initial permit and will be charged as re-inspections by the Town at a rate of \$75.00 per trip.
  - A. Setbacks, power pole, water line, gas line, air conditioner and disconnect and tie downs.
- II. The following is a list of items the inspector will be looking for
  - A. Home must be setback as indicated on the plot plan approved by the Town permit
  - B. Power pole must be securely set as per Co-Serv Electric requirements, have the proper amperage disconnect, proper amperage wire, be the appropriate depth in the ditch indicated by the conduit or protection required for the wire.
  - C. Air conditioner must be set and have disconnected at the unit, if it is not within sight of the power pole.
  - D. Water line must be connected and have adequate protection (as prescribed by the Town requirements) if passing through a septic field.
  - E. Gas line must be connected
  - F. Septic system must be approved by the septic inspector
  - G. Home must be tied down as required for the size trailer it

THESE GUIDELINES ARE CONSISTENT WITH APPROVED CODES, IF THERE ARE ANY CONFLICTS BETWEEN THESE GUIDELINES AND THE CURRENT ORDINANCES, THE ORDINANCES SHALL PREVAIL.

Expires: one year from application date

email to: [permitting@coppercanyontx.com](mailto:permitting@coppercanyontx.com)



## Application for CONTRACTOR REGISTRATION

(Please check below as applicable)

☐ General Contractor\* – Fee \$150.00

☐ Mechanical – Fee \$100.00

☐ Electrician – No Fee

☐ Plumber – No Fee

☐ Irrigation – Fee \$100.00

☐ OSSF – Fee \$100.00

☐ Water Well Driller – Fee \$100.00

\*Includes pool, roofing, fence, foundation, and demolition contractors

**Company Name:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

Corporation: ☐

Partnership: ☐

Sole Proprietorship: ☐

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

**Owner:** \_\_\_\_\_

**Email:** \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

NOTE: IF THE OWNER/CONTRACTOR IS NOT THE LICENSE HOLDER, THEN THE FOLLOWING INFORMATION MUST BE SUBMITTED:

**Name of Licensee:** \_\_\_\_\_

**Email:** \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

**TOWN REGISTRATION REQUIREMENTS:**

**COPY OF CURRENT STATE ISSUED LICENSE**

**COPY OF CURRENT DRIVER'S LICENSE**

**TOWN OF COPPER CANYON**

400 Woodland Drive, Copper Canyon, TX 75077

Email: [permitting@coppercanyontx.com](mailto:permitting@coppercanyontx.com)

Expires: one year from application date

email to: [permitting@coppercanyontx.com](mailto:permitting@coppercanyontx.com)



## Application for DRIVEWAY / CULVERT Permit

**DATE:** \_\_\_\_\_

**FEE: \$100.00**

**PROPERTY OWNER:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

Driveway and Culvert Plans Provided: Yes or No (circle one)

Driveway Width: \_\_\_\_\_ ft Driveway Type: Single Access or Double Access (circle one)

Distance to Property Line: \_\_\_\_\_ ft Distance to Nearest Driveway: \_\_\_\_\_ ft

Ditch 100-Yr Flow: \_\_\_\_\_ cfs Ditch Slope: \_\_\_\_\_ feet/feet Culvert Diameter: \_\_\_\_\_ inches

Concrete Headwall Type: Sloped Concrete Headwall (4:1 Slope) or TxDOT PSET (4:1 Slope) (circle one)

NOTE: IF THE OWNER/CONTRACTOR IS NOT THE LICENSE HOLDER, THEN THE FOLLOWING  
INFORMATION MUST BE SUBMITTED:

**NAME OF CONTRACTOR:** \_\_\_\_\_

Corporation: ☐ Partnership: ☐ Sole Proprietorship: ☐

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**TAX ID #:** \_\_\_\_\_

**TOWN OF COPPER CANYON**

400 Woodland Drive, Copper Canyon, TX 75077

Email: [permitting@coppercanyontx.com](mailto:permitting@coppercanyontx.com)



Expires: one year from application date

email to: [permitting@coppercanyontx.com](mailto:permitting@coppercanyontx.com)



## Application for PRIVATE WATER WELL Permit

**DATE:** \_\_\_\_\_

**FEE: \$500.00**

**PROPERTY OWNER:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

Estimated construction cost: \$ \_\_\_\_\_ Start Date: \_\_\_\_\_

Proposed use of water: ☐ Potable ☐ Irrigation

Proposed actual depth \_\_\_\_ft./\_\_\_\_ft. Casing size:\_\_\_\_ Casing length: \_\_\_\_ft.

Distance to property lines: Front:\_\_\_\_ Side:\_\_\_\_ Rear\_\_\_\_

Distance from: septic: \_\_\_\_\_ ft. drain field/leach field \_\_\_\_ft.

*\*If < 50 feet from property line, the annular space must be 3 inches larger than the outside diameter of the casing and pressure cemented or grouted from 100 feet back to the surface or from the top of the water production zone, whichever is shallower.*

NOTE: IF THE OWNER/CONTRACTOR IS NOT THE LICENSE HOLDER, THEN THE FOLLOWING INFORMATION MUST BE SUBMITTED:
--

**NAME OF CONTRACTOR:** \_\_\_\_\_

Corporation: ☐ Partnership: ☐ Sole Proprietorship: ☐

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**TAX ID #:** \_\_\_\_\_

**TOWN OF COPPER CANYON**

400 Woodland Drive, Copper Canyon, TX 75077

Email: [permitting@coppercanyontx.com](mailto:permitting@coppercanyontx.com)