



RESIDENTIAL ALTERATION SUBMITTAL REQUIREMENTS

Residential Alterations and Additions For questions please email bicsr@friscotexas.gov. Go to friscotexas.gov/plansandpermits to start your application.

FENCE

Submit a completed Residential Building Permit Application (Fence) with the following drawings and/or documents in PDF format:

1. Property's plot plan (survey). Clearly "mark" on the plot plan (survey) the proposed fence placement on your property.

Note: Proposed fence replacement around a residential pool has additional requirements. For information and requirements, visit Health & Food Safety's webpage at friscotexas.gov/health.

Note: Some subdivisions require HOA approval. Please contact your HOA for approval.

OUTSIDE STORAGE SHED / UTILITY STRUCTURE

Submit a completed Residential Building Permit Application (Other Home Improvements) with the following drawings and/or documents in PDF format:

1. Property's plot plan (survey). Clearly "mark" on the plot plan (survey) the proposed placement (include the distance to ALL property lines).
2. Detailed drawings (or a manufacturer's brochure) with the proposed structure's dimensions (length, width, and maximum height).

Note: Some subdivisions require HOA approval. Please contact your HOA for approval.

ARBORS, PATIO COVERS, GAZEBOS, AND CABANAS

Submit a completed Residential Building Permit Application (Other Home Improvements) with the following drawings and/or documents in PDF format:

1. Property's plot plan (survey). Clearly "mark" on the plot plan (survey) the proposed placement (include the distances to ALL property lines).
2. Detailed drawings (or a manufacturer's brochure) with the proposed structure's dimensions (length, width, and maximum height), which include an aerial view, front and side elevation, and post size, materials list.
3. If proposed structure is going to be physically attached to the main structure (dwelling), include the support bracket types, bolts to be used (size & length) and what the structure will be attached to on the main structure (i.e., brick, main supports to house, etc.).
4. Include Footer Detail Sheet and how posts will be attached. If bolts to the slab, what will be the type of brackets, bolts, and depth of concrete slab. If placed below grade level, provide the depth of the hole and if there will be concrete, rebar, etc.
5. Additionally, if the structure is made of aluminum, steel, or vinyl, the structure must be engineered.

Note: Some subdivisions require HOA approval. Please contact your HOA for approval.

OUTDOOR KITCHENS & GRILLS

Submit a completed Residential Building Permit Application (Other Home Improvements) with the following drawings and/or documents in PDF format:

1. Property's plot plan (survey). Clearly "mark" on the plot plan (survey) the proposed placement (include the distance to ALL property lines).
2. Include the front elevation of the structure with the correct shaped dimensions, materials being used, footer details.
3. Type(s) of appliances (i.e., barbeque grill, refrigerator, sink, ice-maker, pizza oven, ice chest, etc.).
Note: Outdoor kitchen sinks and ice chests are required to drain to the sanitary sewer line.



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4. If applicable, ensure to indicate if natural gas or propane is going to be used for any grill installation.

Note: Some subdivisions require HOA approval. Please contact your HOA for approval.

FIREPLACE (OUTDOOR)

Submit a completed Residential Building Permit Application (Other Home Improvements) with the following drawings and/or documents in PDF format:

1. Property's plot plan (survey). Clearly "mark" on the plot plan (survey) the proposed placement (include the distance to ALL property lines).
2. Include the front elevation of the fireplace with the correct shaped dimensions (including height), materials being used, and footer details.
3. Specify if the fireplace will have natural gas or be wood-burning.
4. If using a firebox insert, provide a copy of the Manufacturer's Warranty and any other details.

Note: Some subdivisions require HOA approval. Please contact your HOA for approval.

FIRE PIT: As required by the International Fire Code® (IFC), please ensure fire pit is built 15 feet from any main structure and 10 feet from any combustible material. This is measured from the perimeter of the fire pit to the structure or combustible material.

Submit a completed Residential Building Permit Application (Other Home Improvements) with the following drawings and/or documents in PDF format:

1. Property's plot plan (survey). Clearly "mark" on the plot plan (survey) the proposed placement (include the distance to ALL property lines).
2. Include the elevation with dimensions.

Note: Some subdivisions require HOA approval. Please contact your HOA for approval.

CONCRETE & DRIVEWAY

Submit a completed Residential Building Permit Application (Other Home Improvements) with the following drawings and/or documents in PDF format:

1. Property's plot plan (survey). Clearly "mark" on the plot plan (survey) the proposed placement (include the distance to ALL property lines).

Note: Any work done in right-of-way (ROW) requires a separate permit from [Public Works](#).

Note: Some subdivisions require HOA approval. Please contact your HOA for approval.

SOLAR PANEL

Submit a completed Residential Building Permit Application (Other Home Improvements) with the following drawings and/or documents in PDF format:

1. Stamped Engineer Letter
2. Stamped Engineer Structural Drawings
3. Stamped Engineer Electrical Drawings
4. Specifications for Solar Panels
5. Warning Labels

Note: Refer to Adopted Codes friscotexas.gov/397/Adopted-Codes

Note: Some subdivisions require HOA approval. Please contact your HOA for approval.

Note: Structures with solar panels follow patio cover (see above) and solar panel submittal requirements.



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ILLUMINATED APPLIANCE: A gas appliance like a fire pit or smaller with a certificate showing it was tested to meet ANSI requirements.

Submit a completed Residential Building Permit Application (Other Home Improvements) with the following drawings and/or documents in PDF format:

1. Property's plot plan (survey). Clearly "mark" on the plot plan (survey) the proposed placement (include the distance to ALL property lines).
2. Include the elevation with dimensions.
3. A copy of the instruction manual.
4. A copy of the certificate showing it meets ANSI requirements.

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Self Service Permits may be requested for the projects below. For questions please email bicsr@friscotexas.gov. Go to friscotexas.gov/plansandpermits to start your application.

- Electrical
- Mechanical
- Plumbing
- Roof
- Skylight
- Windows & Doors

Please contact customer service for questions at bicsr@friscotexas.gov.