

RESIDENTIAL BUILDERS PACKET ADDITIONS, REMODELS, DETACHED ACCESSORY STRUCTURES

Town of Fairview

372 Town Place

Fairview Texas 75069

Phone: 972.886.4209

Fax: 972.548.0268

Inspection Line: 972.886.4250

inspections@fairviewtexas.org

permits@fairviewtexas.org



THE TOWN OF FAIRVIEW HAS ADOPTED THE FOLLOWING CODES:

2017 National Electrical Code with amendments

2018 International Building code with amendments

2018 International Residential Code with amendments

2018 International Plumbing Code with amendments

2018 International Mechanical Code with amendments

2018 International Fuel Gas Code with amendments

2018 International Fire Code with amendments

2018 International Energy Conservation Code with amendments

2018 International Swimming Pool & Spa Code with amendments

The Town of Fairview is regulated by <u>Chapter 14 of the Code of Ordinances</u>, "Zoning," as well as other applicable local ordinances.



RESIDENTIAL ADDITION, REMODEL, ACCESSORY STRUCTURE PLAN SUBMITTAL

It is our goal to complete your plan review within the shortest possible time. We strive to complete your plan review within 15 days from receipt of a complete plan submittal package. Please be advised that incomplete submittals, revisions, changes may delay your final approval.

Residential plans that require fire protection must be submitted by a separate PDF. Please submit them with your building plans and send them to fireplans@fairviewtexas.org

All residential buildings 5000 square feet or more are subject to the Town of Fairview's Fire Safety ordinance. If you are adding an addition to an existing home that is over 4999 square feet, you will need to submit fire plans.

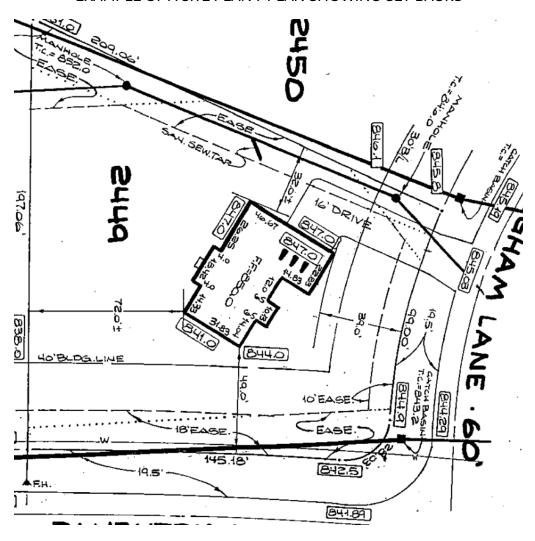
Fire Inspections can be scheduled by emailing **fireinspections@fairviewtexas.org**.

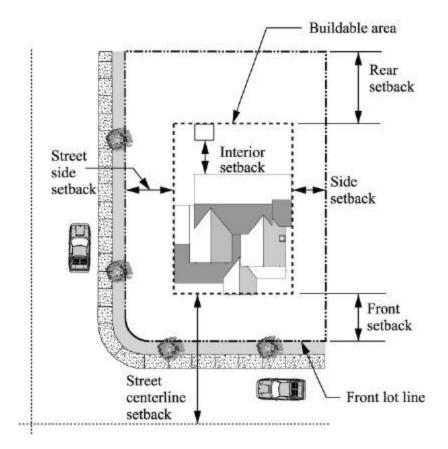
Please upload to your permit application:

1. SITE PLAN

- a. A scaled site plan showing all buildings or structures on the lot
- b. North arrow
- c. Any existing utilities
- d. Any easements
- e. Location of fencing
- f. Set-backs

EXAMPLE OF A SITE PLAN 7 PLAN SHOWING SET-BACKS





2. ARCHITECTUAL PLANS

- a. Floor plans are provided to scale for each story and each floor
- b. All spaces are labeled with a name or further description as needed to adequately convey the intended purpose of the space.
- c. The building or structures height.
- d. The building or structure area
- e. Structural framing and roof plans
- f. Engineered shear wall plans (if required)
- g. Foundation plans

3. MECHANICAL, ELECTRICAL, PLUMBING PLANS

- a. Show proposed MEP's.
- b. Electrical load calculations
- c. Mechanical appliances sizes, BTU's, SEER, type, model
- d. Gas press fittings require a homeowner acceptance letter.

4. BUILDING THERMAL ENVELOPE

a. Upload any supporting documents and list the appropriate values: R-value for batt and continuous insulation, U-Factor, Etc.

5. FORMS

- a. Drainage & Grading Affidavit (for accessory structures & additions)
- b. Termite form (for additions)
- c. Impervious Surface Form (for additions, accessory structures)
- d. Solid waste service contract (any work that has a value of over \$10,000 worth of work requires a listed trash hauler. The Town of Fairview has a contract with Republic services. Please contact Republic services at 972.422.2341
- e. Outdoor Lighting Conformance Certification (if applicable)

Plan review fee: \$75.00

Permit fee:

Residential Addition/ Alteration/Remodel \$100 min fee, 150' and over +\$0.65/sq. ft.

With new concrete pad: +\$25.00 With electric trade: +\$25.00 With plumbing trade: +\$25.00 With mechanical trade: +\$25.00

Fire Fees (if applicable)

Detached Accessory Structure

\$ 100 min fee, 250' over +\$0.25/sq. ft. With new concrete pad: +\$25.00 With electric trade: +\$25.00 With plumbing trade: +\$25.00 With mechanical trade: +\$25.00

Minimum fee \$150.00 1-100,000 SF \$0.035/SF 100,001 300,000 SF \$3,500 plus 0.017/SF over 100,000 >300,000 SF \$6,900.00 + \$0.01/ SF over 3000,000 SF

RED TAG FEES (if applicable) \$50.00 for the first Inspection & increasing in \$25.00 increments for each reinspection of the same items thereafter



The General Contractor is responsible for requesting inspections for each trade (except Fire). The Town will schedule all requested inspections as soon as practical. A request properly received by 4 PM will usually be on the next day's inspection list, unless workload or the inspectors' absence prohibits. In the case of extended absences, an alternate inspector will be employed.

IF APPLICABLE TO THE PROJECT PLEASE HAVE:

- 1. Portable toilet, 911 address, trash bins, debris, fence, & form board survey MUST be in place at time of first inspection. Concrete drive or rock entry of 3" rock (minimum) 6" thick x 20' wide x 12' deep must also be in place to prevent mud & debris on public streets.
- 2. SWPPP documents on-site and erosion control measures in place once dirt work has commenced.
- 3. Builders' identification sign with current contact information must be prominently always displayed on site.
- 4. Working hours are 7 AM to 7 PM (restricted by ordinance), Monday through Saturday. NO WORK OF ANY KIND TO TAKE PLACE OUTSIDE OF PERMITTED HOURS OR ON SUNDAYS OR HOLIDAYS (please refer to the holiday schedule online)

Violations may result in suspension of permit (stop work order), and prosecution in municipal court citation. A holiday schedule is available upon request.

5. Approved by the Town of Fairview plans on site for review during inspections.



Drainage and Grading Affidavit

, by filing this affidavit certify that I am the owner or authorized agent of; and further, certify that I have enclosed a record set of, or
notocopy thereof, the Grading and Drainage Plans to be included as part of the Building Permit oplication for the following:
OT:BLOCK:SUBDIVISION:
ROPERTY ADDRESS:
urthermore, I certify that the lot grading of the aforementioned parcel will be consistent with the ubmitted plans. If it is determined by the Town of Fairview at a later date that the drainage onfiguration does not function as intended because the grading is not consistent with the tached plans, I will assume full responsibility to make corrections in order that the drainage will notion as intended.
RINT NAME:
IGNATURE: DATE:
IGNATURE: DATE: ITEST: THE STATE OF TEXAS: COLLIN COUNTY
TTEST: THE STATE OF TEXAS: COLLIN COUNTY EFORE ME, the undersigned, a Notary Public in and for said County and State, on this day ersonally appeared known to me to be the person whose name is subscribed to the forgoing strument and acknowledged to me that he or she executed the same for the purposed and
EFORE ME, the undersigned, a Notary Public in and for said County and State, on this day ersonally appeared known to me to be the person whose name is subscribed to the forgoing strument and acknowledged to me that he or she executed the same for the purposed and onsideration therein expressed.
EFORE ME, the undersigned, a Notary Public in and for said County and State, on this day ersonally appeared known to me to be the person whose name is subscribed to the forgoing strument and acknowledged to me that he or she executed the same for the purposed and onsideration therein expressed. IVEN UNDER MY HAND AND SEAL OF OFFICE THIS

(SEAL)

372 Town Place



Protection Against Termites

Date:
Permit No: Job Address:
Builder:
The residential address above meets or exceeds the requirements for protection against termites set forth in Section R318 of the 2018 International Residential Code.
Name of Protection Provider Company:
Address:
Phone:
State License No:



The Fairview Code of Ordinances, sections 14.02.204 (c) 8, 14.02.254 (c) 8 14.02.304 (c) 8, and 14.02.354 (c) 8 limit the maximum ground coverage of all buildings and impervious surfaces to 25% of the total lot size in zoning districts RE1 through RE3.

Violations may result in citation and removal of structures exceeding total allowed impervious surface area.

In order to comply with the ordinance, please complete the following form and have it notarized.

Address		
House Pad	sq ft.	
Driveway	sq ft.	
Sidewalk	sq ft.	
Swimming Pool Deck	sq ft.	
All current accessory buildings	sq ft.	
Other impervious surface	sq ft.	
Proposed new use (s)		
	sq ft.	
	sq ft.	
	sq ft.	
Total square footage		
Total Impervious Surface (sq ft)	(a)	
Lot size (sq ft)	(b)	
Impervious Surface to Lot Ratio		mum allowed 25%)
	==	
Total Impervious Surface	Lot Area Impervious Surfa	ce Ratio%
I hereby attest under penalty of law, that the state of Surveyor, Architect, or Engire		Date
Applicant Signature	Print Name	Date
State of Texas County of		
This instrument was acknowledged by		
Signature of Notary:		

SOLID WASTE SERVICES CONTRACT

This Solid Waste, Construction and Demolition Debris, and Recyclable Materials Collection, Transportation, Disposal, and Processing Contract ("Contract"), is entered as of the effective date by and between the Town of Fairview, Texas, a Texas home rule municipality (hereinafter called "Town"), and Allied Waste Systems Inc., D/B/A Republic Services of Plano, hereinafter called "Contractor," acting by and through their duly qualified representatives (Town and Contractor collectively referred to herein as "Parties" and individually as "Party").

WHEREAS the Town, therefore, desires to grant to Contractor the right to operate as the sole provider for Town-provided services of collection, transportation, and disposal of residential, commercial, and industrial (both permanent and temporary) garbage and trash, construction and demolition debris, and recycling, subject to the terms of this Contract; and

WHEREAS Contractor desires to operate and maintain the services of collection, transportation, and disposal of residential, commercial, and industrial (both permanent and temporary) garbage and trash, construction and demolition debris, and recycling, subject to the terms of this contract,

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF FAIRVIEW, TEXAS:

No commercial container, dumpster, or roll-off container should be overloaded to the point where the lid or covers, will not close, or the tarp will not properly cover the load. The Contractor may decline to empty an overloaded container until the Customer unloads the dumpster or roll-off container to the point where the lid(s) will close, or where the load may be safely tarped before transport.

To the extent allowed by law, this Contract will provide exclusive rights to Contractor for the collection of construction and demolition debris, and waste materials, such as carpeting, roofing, drywall, etc., resulting from remodeling and construction activities, which are generated in quantities requiring a roll-off container for onsite storage, collection, and transport.

Additional questions, service requests and concerns, should be directed to the Republic Services at 972.422.2341 or via their website at RepublicServices.com/Customer-Support.



ALL PERMITS MUST BE SUBMITTED TO: permits@fairviewtexas.org

COMMERCIAL & RESIDENTIAL CONSTRUCTION ONLY

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Project Address	Subo	division/Lot/Block _		
Scope of Work				
Property Owner (Name, Address, Pho	ne, & Email)			·····
General Contractor:		_Phone:	Email	· · · · · · · · · · · · · · · · · · ·
Electrical Contractor:		_ Phone:	Email	
Plumbing Contractor:		Phone:	Email	
Mechanical Contractor:		_ Phone:	Email	
Fire Suppression Contractor:		Phone:	Email	
Fire Alarm Contractor:		Phone:	Email	
Trash Hauler Contractor: WHEREAS the Town. therefore, desires to grant to residential. commercial. and industrial (both perman Additional questions, service requests and concerns, RESIDENTIAL WORK BEING DON	nent and temporary) Garbage and Trash, Const. should be directed to the Republic Services at 9	ruction and Demolition Deb	oris, and Recycling, subject to the te	erms of this Contract.
 □ New Residential Construction □ □ Detached Accessory Structure □ <u>Utilitybilling@fairviewtexas.org</u> to 	Residential Demo (Demo intend	ded for New Resid	ential Home?) If so	
Valuation of work \$:(not required for <u>NEW RESIDENTIAL</u>	CONSTRUCTION ON	NLY, however suggested for r	ecord keeping purpose
Square Footagein	ft (Total under roof)			
Sewer Septic				
Subject property is or is not w		lowest floor elevation	n is	
COMMERCIAL WORK BEING DON □ New Construction (Shell) □ New Business/Tenant Name:	NE: Construction/Finish Out 🗆 Add	lition/Remodel 🗆 C	Commercial Demo	
				
Electric Provider:	Gas Provider:	Note	: Please allow 7-10 business (days for processing
FEES: PLAN REVIEW FEES PERMIT FEES FIRE FEES C/O PLUMBING TRADE FEE MECHANICAL TRADE FEE		WATER IMPACT ROAD IMPACT SEWER IMPACT GRAND TOTAL and on any submitted plans	E (IF APPLICABLE) CT FEE Γ FEE cT FEE and is subject to the provisions and	
of Fairview Code of Ordinances and any other applic ordinances of the Town, regardless of information ar plumbing, electrical, mechanical, work to be perform permits are needed for those trades. However, the pe permit is obtained for work other than new buildings APPLICANT SIGNATURE	nd/or plans submitted. SCOPE OF PERMIT: For ned in the construction of the building or structurmit holder is required to use only subcontractor and additions, separate permits must be obtained	r new buildings and for add re at this address, if done at rs registered with the Town ed by all subcontractors.	itions to existing buildings, this per the same time of initial constructio of Fairview, where such a requiren	mit authorizes all structura n. No separate subcontract nent is applicable. If this
TOWN APPROVED		PLA	DATE AN REVIEW DATE	
TOWN APPROVED PICKUP SIGNATURE		DATE		

TOWN OF FAIRVIEW, 372 TOWN PLACE, FAIRVIEW, TEXAS 75069, 972-562-0522 AUTOMATED INSPECTION LINE: 972-886-4250 MARCH 2023



Contractor Registration Application

(Select Only One Type Per Application)

Contractor Type:	
☐ General Contractor	If renewal check here: □
\square Swimming Pool	Cost for these contractors:
☐ Fence	\$50.00 New
☐ Irrigation	\$25.00 Renewal
□Sign	
Contractor Type:	
☐ Plumbing	
☐ Fire Alarm	There is no charge for these contractor types
☐ Fire Sprinkler (Suppression)	Expiration based on License/Certificate expiration date
☐ Mechanical	If renewal check here:
☐ Backflow/Septic	
☐ Electrical	
Company Name:	
Phone:Email:	<u> </u>
Master/CEO Responsible for Supervision:	
License/Certificate #	Expiration Date:
Driver's License #	Expiration Date:
repairs performed in the Town of Fairview under the above further work shall be performed until registration has bee	sponsible for continuous supervision of all installation of all installations and e-named contractor and should such Master Licensee no longer be employed, no in provided to the Building Inspections Department naming a new Master License on of Fairview to ensure compliance with all city regulations applicable for the
Contractor's Signature:	Date:
******Include a copy of your dri certificate AND liability COI with for processing	ver's license, master's license and/or the Town of Fairview identified as the Insured

***** Email information to: permits@fairviewtexas.org
Information not received thru permits@fairviewtexas.org will not be processed.



RELEASE FROM ELECTRIC AND GAS SERVICE

RMITNO:
DRESS:
ILDER:
ECTRIC PROVIDER:
S PROVIDER:
ereby agree to release the Town of Fairview from any liability that may result from the granting of electrical gas service to the above-referenced building project. I further agree that, if in the opinion of the electrical gas inspector, unsafe electrical or gas conditions are found, that electrical or gas service will be terminated on the request of the Town of Fairview to the provider of such service.
rther agree that I am responsible for the occupancy of the premises, and that if the building is occupied in manner, including the storage of goods, the assignment of personnel to the premises, or the operation of a iness or residence at the address listed above before Certificate of Occupancy is issued, the service, upon the uest of the Town, will be discontinued without notice, and citations will be issued for each day the building ccupied without a Certificate of Occupancy.
te of Texas
unty of Collin
, being duly sworn, do depose and say that the information contained in the ve application is true and correct to the best of my knowledge and belief.
Signature of Owner's Agent Date
plations of move-ins without a C.O. will result in loss of any early meter sets. If you have any questions,



OUTDOOR LIGHTING CONFORMANCE CERTIFICATION

(This form covers all outdoor lighting excluding street lights and parking lot lights)

Town of Fairview Lighting Regulations

- > Article 3.14 of the Town of Fairview Code of Ordinances
- > Article 5 of the Commercial Plan Development District (CPDD) Standards and Guidelines (Adopted by Ordinance 2014-9-11B, as amended)

Please	e che	ck if residential or commercial:	
	1	Residential Commercial	
Fairview Address:			
Pleas	e che	ock the correct lighting district (Map located on page 3):	
		District 1 District 2	
	PDI	rict 1, Article 3.14 of the Town of Fairview Code of Ordinances and Article 5 of Standards and Guidelines requires the following (check the following if t):	
	-	All exterior lighting fixture details have been submitted to the Town of Fairview for review and have been approved Article	
	-	Lighting glare from any lighting source will not be directly visible from public view or from a residential unit and a maximum average of 1-foot candle at residential	
	-	property lines has not been exceeded All fixtures are full cutoff. Any proposed fixtures not meeting the full cutoff requirement must be approved by minor warrant. All outdoor lighting fixtures	
	-	approved by minor warrant shall not exceed 20,000 lumens per developed acre Lighting levels conform with standards established in Article 3.14 of the Town of Fairview Code of Ordinances and Article 5 of the CPDD Standards and Guidelines	
	P*•	Lighting elements do not include flood, cobra head (unless LED), HID – mercury vapor and sodium vapor, high pressure sodium and fluorescent lights (except	
	-	fluorescent bulbs that screw into standard socket fixtures) All other applicable provisions of Article 3.14 of the Town of Fairview Code of Ordinances and Article 5 of the CPDD Standards and Guidelines have been met on this site.	

following	g (check the follo	owing if compliant):	
 	and have been ap All outdoor light towards structure	pproved ting fixtures have been d es, retro fitted if necessa	designed, located, installed, aimed downward or ary, and maintained in order to prevent glare, light
	Light fixtures co shielded, and un Lighting levels of Code of Ordinan All lamp types for pressure sodium include motion s within five feet of boundaries of the A maximum lim	property lines does not onform with shielding reshielded conform with standards onces for new security lights are. Security lights intended ensors and be designed of the perimeter. The zone property wishing to be dit of 50,000 lumens per	r developed acre for all lighting irrespective of
 	limited to a max All floodlightin downward Upward lighting or other objects	imum of 10,000 lumens g, that is not motion action is used in the form of o of interest that cannot be able provisions of Article	eded. Unshielded and partially shielded lighting are sper developed acre tivated, is full cutoff or permanently directed one narrow cone spotlight for flags, statues, public art be illuminated with down-lighting le 3.14 of the Town of Fairview Code of Ordinances
I,	printed nan	ne	, do hereby certify that the exterior lighting
meets or	exceeds the outde	oor lighting standards	s of the Fairview Code of Ordinances.
Signature	÷.		Date:
STATE (OF TEXAS	§	
COUNT	Y OF	§	
		-	e me on theday of,
	, -,		
			Notary Public State of Texas

If in District 2, Article 3.14 of the Town of Fairview Code of Ordinances requires the

Printed Name:	
My commission expires:	



Fairview is dedicated to preserving the idyllic natural setting of this region. In 2006, we adopted a series of restrictions and guidelines designed to limit glare, reduce unnecessary light and control other light pollution. Our Dark Sky Ordinance helps to ensure adequate lighting only where it is needed in order to reduce spillover light between properties, increase safety for travelers and increase aesthetic value for our town. Our residents are able to take full advantage of a starry sky surrounded by plenty of nature, an experience unique to other cities in the DFW area.

Purpose and Intent: To regulate the installation and use of outdoor lighting fixtures in the town. This will improve night-time public safety, utility and security by restricting the night-time emission of light rays. These emissions are sources of light that trespass and cause unnecessary glare which are detrimental to the safety and security of persons, property and vehicular traffic.

Below is a compressed checklist for District 1 to act as an aid in compliance and not to replace or severe any of the requirements of Chapter 3 Building Regulations, Article 5 of the Commercial Plan Development District (CPDD) Standards and Guidelines, hereon referred to as the CPDD Security and Guidelines:

- Lighting glare from any lighting source will not be directly visible from public view or from a
 residential unit and a maximum average of 1-foot candle at residential property lines has not been
 exceeded
- All fixtures are full cutoff. Any proposed fixtures not meeting the full cutoff requirement must be approved by minor warrant. All outdoor lighting fixtures approved by minor warrant shall not exceed 20,000 lumens per developed acre
- Lighting levels conform with standards established in Article 3.14 of the Town of Fairview Code of Ordinances and Article 5 of the CPDD Standards and Guidelines
- Lighting elements do not include flood, cobra head (unless LED), HID mercury vapor and sodium vapor, high pressure sodium and fluorescent lights (except fluorescent bulbs that screw into standard socket fixtures)

Below is a compressed checklist for District 2 to act as an aid in compliance and not to replace or severe any of the requirements of Chapter 3 Building Regulations, Article 3.14 of the Town of Fairview Code of Ordinances:

- All outdoor lighting fixtures have been designed, located, installed, aimed downward or towards structures, retro fitted if necessary, and maintained in order to prevent glare, light trespass, and light pollution
- Light trespass at property lines does not exceed the maximum of 0.20-foot candles
- Light fixtures conform with shielding requirements applicable to fully shielded, partially shielded, and unshielded
- Lighting levels conform with standards established in Article 3.14 of the Town of Fairview Code of Ordinances
- All lamp types for new security lights are LED, metal halide, high-pressure sodium or low-pressure sodium. Security lights intended to illuminate a perimeter (such as a fence line) shall include motion sensors and be designed to be off unless triggered by an intruder located within five feet of the perimeter. The zone of activation sensors must be within the property boundaries of the property wishing to be illuminated.
- A maximum limit of 50,000 lumens per developed acre for all lighting irrespective of shielding conditions has not been exceeded. Unshielded and partially shielded lighting are limited to a maximum of 10,000 lumens per developed acre
- All floodlighting, that is not motion activated, is full cutoff or permanently directed downward
- Upward lighting is used in the form of one narrow cone spotlight for flags, statues, public art or other objects of interest that cannot be illuminated with down-lighting
- Accent lighting may shine upward if the light is contained by the structure and the lamps are low intensity

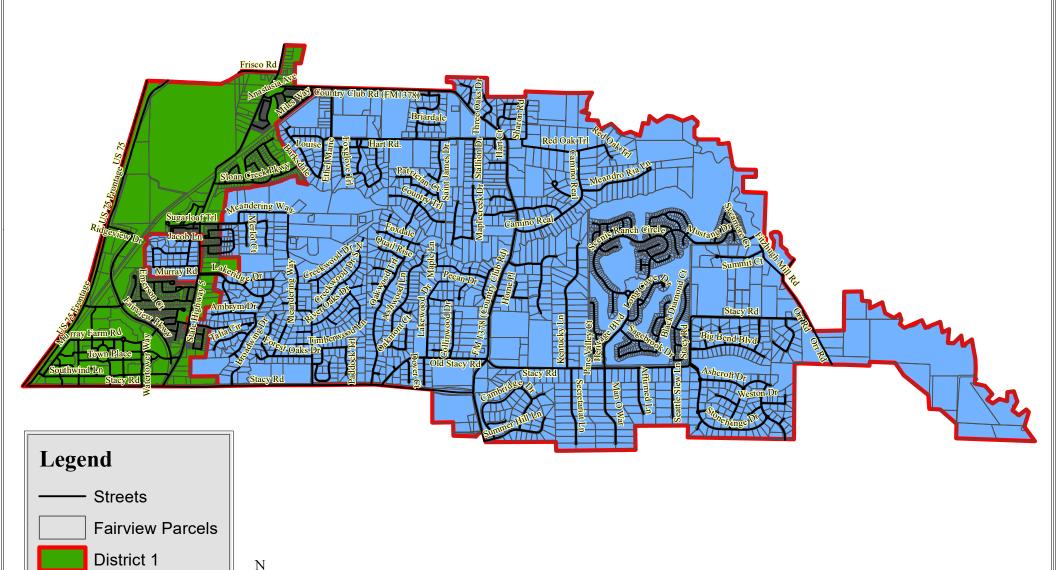
OUTDOOR LIGHTING STANDARDS ARE DIFFERENT FOR DISTRICT 1 AND 2, BE SURE AND CHECK WHICH STANDARDS APPLY TO YOUR DEVELOPMENT.

Thank you for helping Fairview maintain its beauty at night as well as the daytime country living that we have all come to enjoy.



District 2

Town of Fairview Lighting Districts



Examples of Acceptable / Unacceptable Lighting Fixtures

