

# **BUILDERS PACKAGE**

## **CITY OF PRINCETON**

**306 Main ST.  
P.O. BOX 970  
PRINCETON TEXAS 75407  
972-736-6169  
FAX 972-734-2548**

**KATHY MORRIS  
PERMIT TECHNICIAN  
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**BRYANT CHILDERS  
CODE ENFORCEMENT  
972-736-6169 EX 23**

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***INSPECTION REQUEST***

***817-335-8111***

***FAX INSPECTION REQUEST TO***

***817-335-8110***



**APPLICATION FOR SINGLE FAMILY  
RESIDENTIAL BUILDING PERMIT**  
Only complete applications will be accepted.  
PLEASE PRINT OR TYPE

City of Princeton, Texas  
306 N. Front St.  
Princeton, Texas 75407  
972-736-6169 ex 57  
Fax 972-734-2848

Property Owner \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Subdivision \_\_\_\_\_ Phase \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

Type of Permit:     New Bldg.         **Remodel**

Value of Construction (Taxable value of structure and land) \$ \_\_\_\_\_ # of bedrooms \_\_\_\_\_ # of bathrooms \_\_\_\_\_

# of Fireplaces: \_\_\_\_\_ Metal \_\_\_\_\_ Masonry Gas or Propane required Yes/No \* *Propane Tanks require separate Permit.*

Zoning \_\_\_\_\_ Total Lot Coverage \_\_\_\_\_ % Is any portion of the lot located in the 100 year flood plain? \_\_\_\_\_

<b>Total Square Footage Under Roof</b> _____ sq. ft. <i>Any Structure over 6000 sq ft requires fire sprinklers.</i>  First Floor _____ sq. ft. Second Floor _____ sq. ft. Garage _____ sq. ft. Porches _____ sq. ft. Other _____ sq. ft.	<b>Total Lot Size</b> _____ acres Lot Width at front property line _____ ft Lot Width at rear property line _____ ft Lot Length _____ ft
<b>Building Set Backs [Refer to City Zoning Code]</b> Front Yard _____ ft Rear Yard _____ ft Right Side Yard _____ ft Left Side Yard _____ ft	<b>Exterior Finish Materials:</b> Masonry _____ Siding _____ Other: _____
	<b>Water Meters</b> <input type="checkbox"/> 3/4" Qty: _____ <input type="checkbox"/> 1" Qty: _____ <input type="checkbox"/> Other _____ Qty: _____

Contractor Company Name	Contact Name	Phone	Registered with City of Princeton
General Contractor			<input type="checkbox"/> Yes <input type="checkbox"/> No*
Electrical Contractor			<input type="checkbox"/> Yes <input type="checkbox"/> No*
Plumbing Contractor			<input type="checkbox"/> Yes <input type="checkbox"/> No*
Mechanical Contractor			<input type="checkbox"/> Yes <input type="checkbox"/> No*
Irrigation Contractor - <i>if applicable</i>	SEPARATE PERMIT REQUIRED		<input type="checkbox"/> Yes <input type="checkbox"/> No*
Fire Sprinkler Contractor - <i>if applicable</i>	SEPARATE PERMIT REQUIRED		<input type="checkbox"/> Yes <input type="checkbox"/> No*
Other			<input type="checkbox"/> Yes <input type="checkbox"/> No*

\*Each contractor must be registered with the City and furnish a copy of "Certificate of Liability Insurance",

NOTICE: AN ISSUED PERMIT BECOMES INVALID IF THE WORK ON THE SITE AUTHORIZED BY THE PERMIT DOES NOT COMMENCE WITHIN 180 DAYS OF ISSUANCE, OR IF THE WORK ON THE SITE IS INCOMPLETE DUE TO SUSPENSION OR ABANDONMENT FOR A PERIOD OF 180 DAYS. AT LEAST ONE (1) CITY INSPECTION IS REQUIRED EVERY 180 DAYS. ALL PERMITS REQUIRE FINAL INSPECTION.

I HEREBY CERTIFY THAT I AM AN AUTHORIZED AGENT OF THE OWNER, AND HAVE THE OWNER'S CONSENT TO ENTER ONTO THE PROPERTY TO COMPLETE THE WORK. AFTER CLOSE REVIEW OF THIS APPLICATION, I FURTHER CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. THE WORK SHALL COMPLY WITH ALL PROVISIONS OF LAWS AND ORDINANCES, WHETHER SPECIFIED OR NOT. THE GRANT OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY FEDERAL, STATE, OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_, Title \_\_\_\_\_

# **CITY OF PRINCETON**

**306 Main ST.  
PRINCETON TEXAS 75407  
972-736-6169  
FAX 972-734-2548**

## **ATTENTION BUILDERS**

### **EFFECTIVE MAY 1<sup>ST</sup> 2006**

**ALL GENERAL CONTRACTORS AND REQUIRED TRADES MUST BE REGISTERED WITH THE CITY. IF NOT REGISTERED BY MAY 1<sup>ST</sup>, NO INSPECTIONS WILL BE MADE UNTIL CONTRACTORS ARE REGISTERED.**

**ALL INSPECTIONS TO BE CALLED IN TO THE CITY OF PRINCETON AT**

**817-335-8111**

**INSPECTIONS CALLED IN BY 4PM WILL BE PERFORMED THE NEXT BUSINESS DAY**

**PLUMBING ROUGHS AND PLUMBING TOP OUTS WILL BE PERFORMED ON TUESDAY'S AND THURSDAY'S**

**#3 RE-BAR AT 18 INCH CENTERS REQUIRED IN ALL DRIVEWAYS (NO MESH)**

**NO BUILDING OF PATIOS ETC OVER BUILD LINE**

**SOD OR KERLEX TO BE PLACED ON CITY EASEMENT, BAR DITCHES etc.**

City of Princeton  
972-736-6169

**CITY OF PRINCETON**  
**RESIDENTIAL PLAN SUBMITTAL**

**NEW HOME CONSTRUCTION**

1. Three (3) sets of Site Plans (no larger than 8½" X 14")
  - Complete address
  - North arrow
  - Footprint of building
  - Setbacks to all property lines
  - All easements
  - Location of fence
2. Three (3) sets of Construction Plans
  - Framing plans
  - Floor plan
  - Elevation drawings
  - Electrical and plumbing plans
3. Sub-Contractors to be registered ie: HVAC, ELECT, PLUMBING, IRRIGATION BACKFLOW TESTER
4. Three (3) Engineered Foundation Plans with letter (no larger than 8½" X 14")
5. Square footage breakdown
6. Energy Code submittal letter
  - Builder's name
  - Plan number
  - Address specific
  - Energy Code Certification Number
7. Homeowners Association (HOA) approval (if applicable (no larger than 8½" X 14"))
8. Letter of intent for termite protection

**ADDITIONS AND ALTERATIONS**

1. Three (3) sets of Site Plans (see above)
2. Three (3) Sets of Construction Plans (see above)
3. General Contractor and Sub-Contractors to be registered ie: HVAC, ELECT, PLUMBING, IRRIGATION BACKFLOW TESTER
4. Square footage breakdown
5. Value of construction
6. Energy Code submittal letter (see above)

## **CONSTRUCTION SITE STANDARDS FOR CITY OF PRINCETON BUILDERS**

These guidelines have been created in order to establish uniform standards for the installation and maintenance of required systems. This is to be considered the standard for all residential and commercial building sites in the city.

Due to variances in site elevations or grade, some sites may have modified standards in order to meet the requirements of established ordinances. Modifications, if any, will be reviewed and approved by the Chief Building Official on a case-by-case basis.

### **STANDARDS**

- 1. PORTA-LET:** All residential sites are required to have one porta-let per lot.  
**Exception 1:** if two lots are side by side on the same side of the street, one porta-let may serve the two lots.  
**Exception 2:** the porta-let may be removed from the lot only when a *working* toilet is properly installed in the structure for the use of the workers. On commercial sites, one porta-let for every 10 persons on the site is required.
- 2. TRASH BIN:** Trash bins are required on all construction sites. On residential lots, the minimum requirements are 3-sided OSB or plywood bins, well nailed, OR 3-4 sided chain link fence panels properly secured. Chain link material will be no larger than 2" X 2" square. We will no longer accept welded wire fabric trash bins.  
**Exception:** trash bin will not be required after the brick package is completed. The garage may be used for storage of excess materials and refuse until final inspection, in which case it must be empty. NO debris will be allowed on the lot. On commercial sites an industrial refuse container is required for the duration of the project.
- 3. DEBRIS FENCE/BARRIERS:** All lots and sites are required to set up debris fence barriers to help contain lightweight materials and debris to the project site. On residential lots, debris fence is required when an occupied residence is within one lot of the project. For all sites: debris fence may be removed when project is ready for final inspection.
- 4. EROSION CONTROL SYSTEMS:** All residential lots must maintain *properly installed* silt fence and/or curlex for the duration of land disturbing activities, i.e. grading, excavation, and primary construction etc. Only silt fence may be used when installed directly behind curb. Silt fence and curlex may be moved out of the way for excavation and other activities such as final grade but MUST be replaced until sod or other approved soil stabilization devices are in place. Lots must now have a minimum of 70% vegetation at the front and back of lot to remove erosion controls and to obtain a CO. On commercial sites, systems must be maintained as per the city approved erosion control plan submitted with project package.

## CITY OF PRINCETON

### **PRE-CONSTRUCTION REQUIREMENTS**

#### **FOR RESIDENTIAL AND COMMERCIAL SITES**

The following items are required to be in place FOR THE PLUMBING ROUGH INSPECTION

- PORTA-LET (on commercial sites, one porta-let per 10 persons and on residential sites, one per lot.)
- TRASH RECEPTACLE (four-sided plywood or OSB nailed well) or commercial container
- SILT FENCE (properly trenched, see SWPPP for details)
- CURLEX (if less than 70% vegetation exists)
- COMPANY SIGN W / PHONE # AND ADDRESS OF SITE

City of Princeton ordinances require that these systems remain in place and in good repair for the duration of the project.

Exceptions:

- No porta-let required after there are *working toilets* in the structure that workers can use.
- Trash receptacle may be removed when brick package and sheet rock is completed (use garage for trash and debris).

SILTFENCE and CURLEX may be moved in order to excavate for utilities and flatwork but must be back in place upon completion of the work. *It can be removed only when there is sod on site or hydromulch is completed.*

## *CITY OF PRINCETON*

### **CONCRETE WASHOUT SITES**

1. Each builder will install and maintain their own washout site.
2. The washout site will be surrounded completely with silt fence.
3. A rock entry will be installed on the entrance of the washout site. The rock entry will be designed so no runoff from site will occur.
4. Each site will have a builder's sign posted.

If builders in the same sub-division agree to share a washout site, **EACH** builder will post a builder's sign on that site.

A letter will be sent to the City of McKinney stating it is a shared site, by whom, and which builder is responsible for clean up and maintenance.

### ***EROSION CONTROL VIOLATION NOTICE BOXES***

Each builder in each sub-division must post a box to contain the erosion control violation notices.

City of Princeton

## ***ROCK BERM***

1. Use only open graded rock four to eight (4-8) inches in diameter for stream flow condition. Use open graded rock three to five (3-5) inches in diameter for other conditions.
2. The rock berm shall be secured with a woven wire sheathing having a maximum opening of one (1) inch and a minimum wire size of twenty (20) gauge and shall be buried in a trench approximately three to four (3-4) inches deep.
3. The rock berm shall be inspected weekly or after each rain event and shall be replaced when the structure ceases to function as intended due to silt accumulation among the rocks, washout construction traffic damage, etc.
4. When silt reaches a depth equal to one-third ( $1/3$ ) of the height of the berm or the height of one foot, whichever is less, the silt shall be removed and disposed of properly.
5. When the site is completely stabilized, the berm and accumulated silt shall be removed and disposed of in an approved manner.
6. Rock berm should be used as check dams for concentrated flow and are not intended for use in perimeter protection.

## *CITY OF PRINCETON*

### ***SILT FENCE***

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 (1) 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 the fence cannot be trenched in (e.g., pavement), weight the fabric flap with rock on the uphill side to prevent flow from seeping under the fence.
3. The trench must be a minimum of six (6) inches deep and six (6) inches wide to allow 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 is in turn attached to the steel fence post. There shall be a three (3) foot overlap that is securely fastened where ends of fabric meet.
5. Inspection shall be made weekly and after each 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.

## ***PROTECTION AGAINST TERMITES***

May 1<sup>st</sup> 2006

To All Builders:

In an effort to better serve our citizens and allow more flexibility for our construction customers, the City of Princeton is now requiring an affidavit from builders assuring that new construction meets or exceeds the IRC requirements for protection against termites. The affidavit should be left on the kitchen counter at the time of the final inspection.

The code references are as follows:

### **SECTION R324 PROTECTION AGAINST TERMITES:**

R324.1 Subterranean termite control. In areas favorable to termite damage as established by Table R301.2 (1), methods of protection shall be by chemical soil treatment, pressure preservatively treated wood in accordance with the AWPA standards listed in Section R323.1, naturally termite-resistant wood or physical barriers (such as metal or plastic termite shields), or any combination of these methods.

R324.2 Chemical soil treatment. The concentration, rate of application, and treatment method of the termiticide shall be consistent with and never less than the termiticide label.

R324.3 Pressure preservatively treated and naturally resistant wood. Heartwood of redwood and eastern red cedar shall be considered termite resistant. Pressure preservatively treated wood and naturally termite-resistant wood shall not be used as a physical barrier unless a barrier can be inspected for any termite shelter tubes around the inside and outside edges and joints of a barrier.

R324.3.1 Field treatment. Field cut ends, notches, and drilled holes of pressure preservatively treated wood shall be retreated in the field in accordance with AWPA M4.

R324.4 Foam plastic protection. In areas where the probability of termite infestation is "very heavy" as indicated in Figure R301.2(6), extruded and expanded polystyrene, polyisocyanurate and other foam plastics shall not be installed on the exterior face or under interior or exterior foundation walls or slab foundations located below grade. The clearance between foam plastics installed above grade and exposed earth shall be at least six (6) inches (152 cm).

Exceptions:

1. Buildings where the structural members of walls, floors, ceilings, and roofs are entirely of noncombustible materials or pressure preservatively treated wood.
2. When in addition to the requirements of R324.1, an approved method of protecting the foam plastic and structure from subterranean termite damage is provided.
3. On the interior side of basement walls.

CITY OF PRINCETON

PROTECTION AGAINST TERMITES FORM

Permit N°: \_\_\_\_\_ Address: \_\_\_\_\_

Builder: \_\_\_\_\_

The residence addressed above meets or exceeds the requirements for protection against termites set forth in Section R324 of the International Residential code.

Name of Protection Provider (Company): \_\_\_\_\_

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

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

State License No.: \_\_\_\_\_

STATE OF TEXAS  
COUNTY OF COLLIN

I, \_\_\_\_\_, being duly sworn doth depose and say that the information contained in the above application is true and correct to the best of my knowledge and belief.

And further this deponent says not.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, A.D.

\_\_\_\_\_  
Notary Public in and for the State of Texas

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## ***INSPECTION READINESS POINTS***

We have developed the following lists of standard inspection points in an effort to assist the builders in assuring readiness for inspections, preventing time delays, and lowering the incidence of re-inspections. These are, of course, only the most basic expectations and are not intended to supplant the code; nor shall they assure approval. The experience, expertise, and judgment of the inspector will hold sway because no two situations are ever exactly the same. These, though, are consistently expected and may be used as a helpful reference.

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## ***RE-INSPECTION POLICY***

There will be no re-inspection fee for the first failed inspection. A re-inspection fee of \$50.00 per failed inspection will result there after. Re-inspection fees must be paid before the re-inspection will be performed.

## **CITY OF PRINCETON**

### **PLACEMENT OF INSPECTION TAGS & TRASH BIN SPECIFICATIONS**

1. Pre-Con green tags and red tags are to remain with the builder packet at each stage of construction.
2. T-pole: Tags will be placed in temp panel box.
3. Rough Plumbing: Tags will be placed in builders taped to builder's sign. Plot plan and form survey shall be placed there for inspector to check.
4. Foundation: Tags will be taped to builder's sign. Foundation plans & detail sheet shall be placed there for inspector to check.
5. Approach & Flat work: Tags will be taped to builder's sign.
6. Sheathing inspection. Permit pack outside front door or on builders sign in front.
7. Frame & Electrical Rough: Tags will be at switch box closest to front door. Full set of plans shall be there for inspectors to check.
8. Plumbing & HVAC Rough: Tags will be at switch box closest to front door. Full set of plans shall be there for inspectors to check.
9. Wall Ties: Tags shall be behind wall tie next to front door.
10. Temporary Meters: Tags will be left at the electrical panel where inspector is to pick up temporary release form.
11. Final Building & Electrical: Tags will be left at most open kitchen counters. Inspector will pick up final grade drainage survey left by builder. All permits must be posted there.
12. Final Plumbing & HVAC: Tags will be left at most open kitchen counters. Inspector will pick up plumber's water certification sheet. All permits must be posted there.
13. Sprinkler: Tags will be left at most open kitchen counters. Inspector will pick up Irrigators test sheet. Permits must be posted there
14. All trash bins shall be chain linked fence panels, with 2" openings, or 4'X 8' plywood or OSB properly secured together. **4" or 6" welded wire will not be accepted!**

### **NOTICE**

If at any time red tags are missing for re-inspection, paper-work for each required inspection is missing, or if red and green tags are not put back in places designated in this memo, a \$50.00 re-inspection fee will automatically be charged and no inspection will be made.

City of Princeton  
Effective: May 1, 2005



**EFFECTIVE NOVEMBER 1<sup>ST</sup> 2006**

**REQUIRED RESIDENTIAL INSPECTIONS:**

1. Trash bin and Port o Pot must be on site at time of first inspection.
2. Temporary Pole, Ground Plumbing (with form survey on site)
3. Foundation (green tag from State Registered Engineer)
4. Foundation inspection from City Inspector
5. Seconds (i.e., Brick ties, Building Frame/Electric and HVAC/Plumbing Top Out) must be called all together.
6. Energy ( green tag from certified third party inspector (must be registered as a contractor with the City of Princeton )
7. Flatwork (Walks/Drives/Patio). ( #3 rebar 24" centers ) required.
8. Construction electric (panel must be removed, covers on outlets, no exposed conduits)
9. Final inspection (required before building is occupied) Residential final inspections includes final Building, Electric, Plumbing and HVAC Inspection. Final drainage survey, backflow test form (if applicable), final approved energy inspection report from third party, termite affidavit, and all permits pertinent to the address must be present at the time of the Final Inspection. Irrigation system must be installed front and both sides. Sod and trees planted where required.

## *CITY OF PRINCETON*

5. **ADDRESS AND SIGN:** All lots must have a company/builder sign located at the front of the lot facing the street. The lot address must be clearly posted and be easily seen from the street. Addresses painted on curb are not acceptable. It is highly recommended that independent and private builders include a contact phone number on their sign.

City of Princeton

## ***DRIVE APPROACH & SIDEWALK INSPECTIONS GUIDELINES***

- Check for valve boxes, water meters, and sewer cleanouts in proposed paving locations
- If applicable, remove concrete pad from valve box and adjust to grade; pour new pad with sidewalk if valve is in walk
- Expansion joints on sidewalks every 20 feet and/or equally spaced
- At a storm drain inlet, move driveways as far from them as possible. Car will drag due to increased curb height
- Sewer service needs to be compacted before walk is poured. Install traffic-bearing cleanout if in right of way
- Install smooth dowels with proper caps at property line on sidewalks. Dowel into street at wheelchair ramps. Dowel into redwood expansion between drive approach and driveway and epoxy seal dowels into street
- Provide expansion material at curb for jump walk
- No exposed aggregate permitted
- Be aware of potential differential settling on sidewalk
- Drive approach slope must end at face of gutter – not at end of blockout
- In bar-ditch sections, check downstream culvert size, where applicable, to assure sufficient size to pass the flow
- No wooden stakes allowed below grade
- Required on sidewalk 3/8 rebar
  - ✓ 12" center

## CITY OF PRINCETON

### **PLUMBING ROUGH INSPECTION**

- An address visible from the street
- The builder's sign (with a phone number)
- The permit package (attached to the builder's sign) containing:
  - ✓ The Pre-construction approval tag
  - ✓ The approved site plan (with setback stamp)
  - ✓ A form board survey (with an original seal and signature)
- A visible sewer tap connection
- A city clean-out at the property line
- A test tee in the sewer line (above the city clean out, not at the bottom of the hole)
- Water line material per code
- All fittings and piping exposed for inspection
- Proper drainage fittings
- Proper fall on all drainage piping
- Proper bedding for all drainage piping
- Minimum five foot plumbing stack tested to the point of overflow
- 
- Yard PE gas line (if applicable)
  - ✓ Minimum 18 inches deep
  - ✓ Approved gas wrap material on pre-bent risers
  - ✓ Tracer wire in the trench

**REMEMBER:** Erosion controls, debris control, trash bins, and port-a-potties are always inspection points



**Local Amendments to the  
International Plumbing Code  
Effective May 1, 2007**

- 1. Vents: All plumbing fixtures shall require a separate vent.**
  
- 2. Clean Out: All drain lines shall be fitted with a full separate clean out.**
  
- 3. Drain Arms:**
  - a. A 1 ½ inch drain arm shall not exceed 42 inches.**
  - b. A two (2) inch drain arm shall not exceed 48 inches**
  - c. A three (3) inch drain arm shall not exceed 36 inches**

## *CITY OF PRINCETON*

### ***FRAME & ELECTRICAL ROUGH INSPECTION***

- Over/Under bent wires in device boxes
- Shoot exterior plates to Code
- Mount device boxes to manufactures specifications
- Bad or missing windbracing
- Wires not stapled properly
- Properly support beams
- Jacuzzi electrical must be 4" above finished floor
- Missing flashing at gables
- Remodel boxes used in new construction
- Firestop chimney chase
- Receptacles not within 24" of kitchen sink
- Missing tempered windows
- Switches located behind doors that are not convenient
- Tighten or replace headers
- Rafters not full bearing with Ridges, Hips, and Valleys
- Support Roof framing members
- Missing joist hangars or hangars not fully nailed
- Draftstop dead air spaces, double walls, and chases

## *CITY OF PRINCETON*

### ***PLUMBING TOP OUT***

An address (visible from the street), erosion control, debris control, trash bin, port-a-potty, and builders sign are always inspection points.

- GAS PIPING (an attic ladder is required for this inspection)
  - Black pipe
    - ✓ Wrapped through brick
    - ✓ Sized per code
    - ✓ Tested to 3 PSI on 5 to 10 PSI diaphragm gauge; set indicator to test pressure
  - Flexible stainless steel tubing
    - ✓ Nail guards
    - ✓ Terminations at equipment
    - ✓ Tested to 3 PSI on 5 to 10 PSI diaphragm gauge; set indicator to test pressure on low side
    - ✓ Tested 5 PSI on 10 to 15 PSI gauge on high side
- DRAIN, WASTE, AND VENT PIPING
  - Trap arms (length, fall, size, and bends)
  - Closet bends centered 15 1/2" (minimum) to framed walls
  - Built up showers blocked and tested
  - Tub boxes sealed
  - 1<sup>st</sup> and 2<sup>nd</sup> floor rough tested to above lavatory arms
  - 2<sup>nd</sup> floor drains maximum horizontal bends of 135° (degrees) before a clean-out is required
  - Vents through roof and flashed
- WATER
  - City pressure on hot and cold water (or 50 PSI on 100 PSI gauge)
  - Insulated in garage walls, outside walls, and in attic
  - Water heater T&P line roughed
  - Water heater vent roughed, flashed, and secured 1" to combustibles
  - Frost proof hose bibs secured to building frame

## *CITY OF PRINCETON*

### ***HVAC ROUGH***

This inspection is combined with the plumbing top out and is to be ready at the same time.

- All heating/cooling ductwork complete
- All exhaust fans installed and ducts complete to termination
- Heating/cooling unit installed
- Furnace vent installed, secured, and clear "1 to combustibles
- Duct and vent chases and furs framed:
  - ✓ When chases and/or furs are used as duct work
  - ✓ When seal return/supply air from unconditioned air
  - ✓ When seal vertical wires out of return air
- All duct work insulated from unconditioned spaces
- Primary and secondary drains installed to termination points  
(supported for 1/8" fall)
- Fire place installed and cleared to combustibles
  - ✓ Log lighter valve a maximum of 4ft to gas openings in log lighter
  - ✓ Wood no closer than stand offs over the fire box
  - ✓ No wood exposed under fire box
- Chimney installed through the roof
  - ✓ Draft stops installed
  - ✓ Chimney secured from combustibles by required distances

## CITY OF PRINCETON

### **RESIDENTIAL TEMPORARY METERS**

- Address Posted
- House Bricked And Sheet Rocked
- Second's Inspections Shall Be Completed
- Panel Readiness:
  - If House is complete:
    - ✓ All breakers marked
    - ✓ No exposed wires anywhere in the house
    - ✓ Front panel cover to be removed  
(to be reinstalled after passing inspection)
  - For temporary heating and AC only:
    - ✓ Breaker for 220 V plug in laundry
    - ✓ Breaker for 110 V, GFCI circuit in laundry
    - ✓ Breaker for furnace
    - ✓ No other openings in panel
    - ✓ Front panel cover to be removed  
(to be reinstalled after passing inspection)
- Panel Ground Connected To Rod
- Cold Water Ground Connected And Exposed  
(at 1<sup>st</sup> floor water heater or not more than 5 ft above slab level)
- Access To Attic Units  
(with catwalks to be ¾")
- Gas Valved and Capped OR Valved and Connected
- Master tub installed;
  - **Note:** If the tub is a spa tub, then the spa motor and cold water ground must be exposed for inspection

## *CITY OF PRINCETON*

### ***BUILDING & ELECTRICAL FINAL INSPECTION***

- Debris and construction materials in empty/adjoining lots
- Spilled concrete on street, approach, and walks
- Broken or cracked city walks
- Device boxes behind Formica not flush with combustibles
- Ground rod not connected or missing
- AC units over/underfused
- Garbage disposal not operable
- GFCI's not working or wired wrong
- Smoke detector not in loop
- Stair handrails not to code
- Missing tempered glass
- GFCI for a second floor bath located on first floor
- Receptacles behind sink or range top
- Seal fireplace lintel
- Receptacle within 5' of deep sink not GFCI protected
- Paperwork missing or incomplete/outdated
- Missing sod where required
- Drainage does not match survey

*CITY OF PRINCETON*

***PLUMBING AND HVAC FINAL***

- Permanent address posted
- Water meter complete
- City clean-out with black cast iron
- House clean outs with PVC caps
- PVC vents above the roof painted
- Sprinkler permit, sprinkler test form at kitchen counter
- All plumbing and fixtures completed Water closet secured rigidly to the floor
- All gas appliances connected correctly
- All attic catwalks and work platforms solid, secure, and unobstructed
- Combustion air for gas appliances



## **CITY OF PRINCETON**

### **BUILDING PERMITS INFORMATION**

#### **APPLICATION FOR PERMITS:**

To apply for a permit, provide three (3) sets of plans with diagrams, computations, specifications, and other data as may be required by the Building Official.

#### **CODES:**

The City of Princeton is currently under the following codes:

- A. 2002 National Electrical Code
- B. 2003 International Building Code
- C. 2003 International Residential Bldg. Code
- D. 2003 International Plumbing Code
- E. 2003 International Mechanical Code
- F. 2003 International Energy Conservation Code

The City of Princeton is also under the Zoning Regulations and any other applicable ordinances.

#### **INSPECTION REQUEST:**

The General Contractor should call in inspection requests for work done on private property at 817-335-8111 or Fax request at 817-335-8110. This is a 24-hour voice response system. Any inspection properly called in before 4 pm will be scheduled for the next business workday.

#### **INSPECTION CANCELLATIONS:**

All cancellations must be called in to 817-335-8111