



## WHEN IS A PERMIT REQUIRED? CITY OF DENISON BUILDING INSPECTION DIVISION

Permits are required when building, remodeling or enlarging a building. Permits are also required for other improvements to your property. Projects that are cosmetic, such as painting, wallpapering, carpeting, cabinets and trim work, etc., do not require permits. Additionally, permits are not required when replacing fixtures on existing wiring or plumbing.

The following is a list of projects for which a permit is **required**:

- Construction of a building:
  - Main building
  - Accessory building (including permanent and portable storage sheds, gazebos, carports, patio covers).
- Foundation repairs.
- Additions to a building.
- Remodeling of a building requiring the addition or replacement of walls or windows.
- Building, replacing, or additions to a deck.
- Electrical work. (Repair work such as replacing switches, plugs and ballasts is exempt).
- Plumbing work (except for repair or replacement of lines less than one foot in length).
- Water heaters (replacing or adding).
- Water softeners.
- Replacing water or sewer lines. (Repair work such as exchange of washers and faucets is exempt. Also, repair or replacement of lines less than one foot in length do not require a permit)
- Irrigation systems (lawn sprinklers).
- Installing or replacing a furnace.
- Installing or replacing an air conditioning system.
- Building or replacing a fence. A permit is not required for alterations, additions or changes if it involves a section of fence 20 feet or less in length.
- Building or replacing a retaining wall over four feet in height measured from the bottom of the footing to the top of the wall.
- Replacing a roof.
- Installing or replacing a driveway approach (the portion of the drive connecting to the street).
- Building a swimming pool, repairing or filling in a swimming pool.
- Building a spa (self contained portable plug-in type spas require an electrical permit)
- Demolition of a building.
- Security bars.

This is not an all-inclusive list. Questions concerning your specific project should be forwarded to the Building Inspection Division. Please call (903) 465-2720 x2456 if you have any questions.

**NOTE:** Please contact Homeowner's Association for additional requirements from Deed Restrictions and Covenants.



## TIPS ON CONTRACTOR SELECTION CITY OF DENISON BUILDING INSPECTIONS DIVISION

On occasion, we have received complaints from disgruntled citizens expressing their displeasure with the performance of their contractors. In an effort to help avoid this reoccurrence, we have formulated a list of items to consider and offer the following suggestions:

- It is advisable to get at least three bids on a project. This can help you make an informed decision.
- **NEVER** pay for a project in advance. You should be wary of any contractor asking for a total payment up front prior to any work being started. A small retainer fee or payment for necessary materials may be appropriate.
- Be wary of a contractor who says no permits or inspections are required. Be careful of contractors intending to do work without established safety or structural standards. Additions or alterations to your home contrary to city ordinances can drastically affect any title transfers or insurance requirements, should you ever decide to sell your home.
- **Be especially wary of contractors suggesting you obtain permits for their work.** If you obtain the permit for a contractor, then you will be responsible for their work being done and not the contractor. Contractors may do this purposefully to relieve them of responsibility for the construction project.
- **ALWAYS** use licensed contractors. Insist on seeing evidence of a current state license. The following trades require a state license:
  - Electricians
  - Plumbers
  - Air Conditioning Contractors
  - Irrigation Contractors
- Contractors must be registered with the city before doing any work.
- **ALWAYS** ask for a list of previous jobs similar to your proposed project. Ask for references **AND** check them.
- Ask for the address of the contractor's place of business. Drive by his place of business to get a good idea of his business practices.
- Check with the Better Business Bureau for any complaint records on your contractor.
- Before your project begins, insist on seeing the permit. During the course of your project, monitor your contractor's inspection records. This will protect you from being responsible for code violations and ensure project completion.

We hope your job goes well and call us with any questions to help with your next construction project.

**NOTE:** Although many of the suggestion contained on this page are not required by state law or city ordinance, they are common practices utilized by many people and companies that are involved in construction projects on a regular basis.