

**THE CITY OF UNIVERSAL CITY
DEVELOPMENT SERVICES DEPT.
2150 UNIVERSAL CITY BLVD, UNIVERSAL CITY, TEXAS 78148
Phone - (210) 659-0333 ♦ Fax – (210) 659-7062**

RESIDENTIAL PLAN SUBMITTAL CHECKLIST

The following information shall accompany residential plan submittal. Incomplete submittals will not be accepted.

Check all that accompany your plans and application:

1. Completed building permit application with MEP Verification letters attached.
2. Two sets of complete construction plans to include:
 - a) Sealed and Signed Site Plan with setbacks
 - b) Engineer Sealed Foundation Plan
 - c) Sealed Construction Plans
 - d) Roof Truss Plan
 - e) Maximum Lot Coverage Worksheet
3. ResCheck Report
4. PDFs of the FINAL set of approved plans including addendums and reports, on a CD or Flash Drive (**must be provided before construction permit is issued**)
5. Meter Size (s) and Plumbing Fixtures

Meter Sizes:

Domestic Water Meter _____ inch
Irrigation Meter _____ inch
Fire Line Meter _____ inch

6. Detention Fee-in-Lieu, if applicable.

Sq. Ft. of Impervious Coverage _____

<u>Development Type/Land Use Type</u>	<u>Fee (per sq ft of impervious cover)</u>
Multi-Family (Apartments & 4-plexes)	\$0.15
New Commercial & Industrial	\$0.20
Public Facilities (including schools)	\$0.15
Building permits with additional impervious cover	\$0.15

Fee \$ _____

Applicant Name: _____ Phone: _____

Applicant acknowledges that all information as required above is provided herein and understands that failure to provide all information necessary to process building permit request shall result in rejection of plans and application by the City.

Applicant Signature

Date

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Plans and Application Complete? Yes No

Date Received: _____ Received By: _____

10/2019