



TEXAS CITY BUILDING DEPARTMENT
 928 5TH Ave NORTH, TEXAS CITY, TX 77590
 Phone: 409-643-5946 FAX:


New Residential Construction Document Submittal Form

Note: If requesting a plan review or building permit you must complete a document submittal form & a permit application.

Contractor or Business Name _____

Business Address: _____

Work Site street Address: _____

Documents Submitted By: _____  **Print**

Documents Submitted: _____

Phone: _____ - _____ - _____ Cell Phone: _____ - _____ - _____

Email: _____

 Applicant Signature Date

Minimum Plan submittal requirements:

*Note: All items listed below must be included with submittal in order to be accepted and reviewed.
 Plans missing any of the following items will not be reviewed by the City of Texas City.*

2 SETS OF ALL PLANS ARE REQUIRED

	Included	Not Included
Site Plan	_____	_____
MEC or Energy Check	_____	_____
Masonry Percentage	_____	_____
Engineered Set of Architectural Plans	_____	_____
Electrical Plans	_____	_____
Plumbing Plans	_____	_____
Floor Plan	_____	_____
Subcontractor Validation Sheet	_____	_____