WHERE DO I GO TO OBTAIN A PERMIT?

A master permit for installing a lawn sprinkler system may be obtained at any of the Building Inspection locations listed on the next page of this pamphlet.

Addition of a valid contractor to an existing master permit may be accomplished by mail or FAX, or by phoning any district office listed in this pamphlet.

HOW CAN I CONTACT BUILDING INSPECTION?

For general information, please visit us at http://www.dallascityhall.com/building_inspection. There you will find the permit application form, permit application checklists and fee schedule. If you still have a question, call 214-948-4480 and leave a message on our Interactive Voice Response System.

To make an inspection request or for a status of an inspection, please call 214-670-5313.

Sustainable Development and Construction Department

Building Inspection Division
320 E. Jefferson Boulevard
Dallas, Texas 75203
214-948-4480
WHEN IS A PERMIT REQUIRED TO INSTALL A LAWN SPRINKLER SYSTEM?

A master (trade) permit must be obtained before installing any lawn irrigation system, which is permanently connected to the city's water supply.

A permit is not required when making repairs to the piping of an existing lawn irrigation system, unless the back-flow prevention device is being replaced.

WHAT IS A MASTER PERMIT?

Building Inspection issues a "master permit" which represent the authorization for all types of work on a construction project. Installation of a lawn sprinkler may be a part of a project or it may be the only type of work to be done. In either case, a master permits is required.

WHAT ARE THE PROCEDURES FOR OBTAINING A MASTER PERMIT?

The following are required for a master permit:
- Completed permit application form.
- Two sets of plans drawn to a standard scale. All drawing documents submitted for review must have a minimum text size of 3/32" and a minimum drawing sheet size of 11" x 17" and a maximum of 36" x 48", "E" size.
- Irrigation plan review checklist available at the Building Inspection website.

Only a contractor licensed by the State of Texas as a lawn irrigation contractor and registered with the City of Dallas are allowed to perform the work.

HOW LONG DOES IT TAKE TO OBTAIN A PERMIT?

Normally, a permit to install a lawn sprinkler system is issued within 1 to 3 working days.

HOW MUCH DOES IT COST TO OBTAIN A PERMIT?

Total permit fees is the base permit fee, plus a plan review fee of $120 and a $15 backflow prevention filing fee. For the base permit fee, apply Table B of the fee schedule to the project valuation.