



City of Pearland

COMMUNITY DEVELOPMENT

3523 LIBERTY DR., PEARLAND, TEXAS 77581

Residential Building Permit Application Checklist

Please ensure your residential plan submittal adheres to the following format.

Incorrectly formatted plan sets will not be processed.

Plans must be submitted online through eTRAKiT or in-person on a CD/USB in the following format.

- All Construction-related documents should be in one PDF file and named: Construction Documents.
- All applications & supporting documents (Including Energy Compliance Letter) should be in a separate PDF file named: Application and Supporting Documents.
- All pages should be in the correct orientation: no upside down or sideways pages.

Order of Construction-related documents.

1. Cover Page/Index
2. Copy of Final Recorded Plat **
3. Site Plan/Plot Plan- Must reflect location of proposed construction
4. Landscape Plan*
5. Foundation Plan (Engineered Sealed)
6. Architectural Plan
7. Framing Plan
8. Wind Load Plan
9. Mechanical, Electrical, or Plumbing Detail *
10. Elevation Certificate *
11. Civil Plans *
12. Tree Survey *

*If applicable- Depends on the scope of work some documents may not be required.

**Expansion and Additions only

Note: The plan check and processing fee is required before plan review will commence. These fees will be calculated at the time the permit is submitted.

If the property does not have an address, please submit an address application online through eTRAKiT. For addressing questions please contact the Addressing Coordinator at 281-652-1733 or jari-ley@pearlandtx.gov.