

PROJECTS THAT REQUIRE A PERMIT

The City of Killeen requires building permits based on city ordinances. If you are unsure if building permits are required, please review the list below, and/or call the Permit Clerks at 254-501-7762, or email us at buildingpermits@killeentexas.gov and we will respond accordingly. If you hire a registered contractor, he or she will normally know if the job requires a permit. However, as the property owner, it's your responsibility to ensure that all remodeling or construction work is completed in accordance with the City construction regulations. Don't assume the permits were handled by the contractor.

Additions. Projects that increase the footprint of your building or home. This includes room additions, porches, and patio covers.

Decks, porches; concrete driveways and sidewalks (Flat work).

Demolish a building (includes main structure and detached garages and carports, but not accessory structures such as small sheds)

Fences

- Over 24 inches tall
- Replacement of more than 25 percent of the material area
- Replacement of materials different of the original construction (such as changing wood post to metal post requires a permit). (see Section 31-850 for the City of Killeen Fence regulations linked below)

https://library.municode.com/tx/killeen/codes/code_of_ordinances?nodeId=PTIICOOR_CH31Z_O_ARTVSURE_DIV10FEWA

Garage Conversions. Be aware that some garage conversions require additional concrete driveway area to keep the minimum number of off-street parking places for the property.

New or replacement Doors, Windows and skylights. Note: the adopted energy code requires a minimum U-Factor of 0.40 and SHGC of 0.25 for windows (see stickers on windows). Replacing only broken glass to an existing window or door unit does not require a permit.

Plumbing. Cutting into existing plumbing pipes or the Installation of new plumbing pipes (water, sewer, or gas), including yard lines. (The replacement of sinks, toilets, bathtubs and showers in the same location using the same original plumbing does not require a plumbing permit).

Electrical. The replacement or new installation of new wiring or circuits. (Changing light fixtures, plug receptacles, switches using the existing electrical outlets does not require an electrical permit).

Mechanical. Changing the HVAC equipment (such as the furnace, evaporator, condenser and/or duct work). Note: duct work requires proof of a duct leakage or tightness test by the installer.

Lawn Irrigation. Note: Lawn irrigation systems require any of the following back flow preventers: Atmospheric Vacuum Breaker (AVB); Pressure Vacuum Breaker (PVB); or Reduced Pressure Principal Vacuum Breaker (RPZ). A Double Check Valve Assembly (DCVA) is not allowed. These devices must be tested after installation by a state licensed tester and the test documents must be presented before the final inspection can occur.

Remodel. Any project involving cutting open or removal of existing walls or changes.

Re-roof. Roof replacements. Note: minor repairs of leaks or replacement of blown off shingles does not require a permit.

Retaining walls and masonry fences. Retaining walls, masonry fences and masonry columns over four (4) feet tall or retaining walls over two feet tall supporting a surcharge requires a permit and engineer sealed details. Note: A surcharge is additional vertical load acting on the retaining wall above the top of the wall.

Sheds. Sheds over 20 sq ft. Note; sheds must be minimum of five (5) feet from the main structure, or side and rear property lines. Cannot be placed in the front yard.

Siding. The replacement or installation of new siding materials requires a permit. This includes vinyl, wood, metal, stucco, cement board (Hari-plank or James Harding) and brick,

Swimming pools/ hot tubs. All Swimming pools / hotubs (in ground or above ground)over 24 inches deep requires a permit.

Water Heater (new or replacement, both gas and electric, including under sink heaters)

Plans Review. Some projects such as new buildings, remodel, garage conversions, fences, sheds, swimming pools require a plans review before permit can be issued. Re-roofs, water heaters, HVAC changeouts, electrical service upgrades, plumbing yard lines, siding are generally approved over the permit counter. Additional fees are applied for required plans review.

WHO CAN OBTAIN PERMITS:

Homeowners performing their own work whose property is listed as their homestead. Rental property does not apply.

Contractors registered with the City of Killeen (General Contractor, Plumbing Contractor, Electrical Contractor, Mechanical Contractor, etc.)

WORK NOT NEEDING A PERMIT

Painting or wallpapering

Installing hardwood floors or carpeting

Installing new countertops

Appliances

Swings and playground equipment

Holiday lights

Foundation Repair. At this time, we do not require a building permit for foundation repair work since the adopted building codes do not have a code for this. However, it is recommended that your project has been designed by a licensed engineer.

FEES:

All permits have a fee or multiple fees. Please click the link below to view the permit fees.

https://library.municode.com/tx/killeen/codes/code_of_ordinances?nodeId=PTIICOOR_CH8BUCORE_A RTIIAD_DIV1PEFE

PENALTIES:

Permit fees are doubled when work is started before a permit is obtained.

Failed inspections are charged \$50 failed inspection fee

Phased inspections are charged \$35 each additional trip for the same inspection type.

REMINDERS:

- Regardless of who does the work, it is the property owner's responsibility to ensure that the project holds the proper permits and obtains the required inspections.
- This general information is only intended to guide Citizens, the City ordinance and adopted construction codes will govern over the information on this page.