

Townhome Permit Submittal

Definition: Townhome: a multi-story house in a modern housing development which is attached to one or more similar houses by shared walls.

Please submit the following documentation through our [online permitting portal](#) to apply for a townhome:

Required Submittal Documents:

ENERGOV SUBMITTAL TYPE: RESIDENTIAL NEW

1. **OSSF permit from Collin County Development Services (CCDS):** required if property has septic.
2. **Site Plan (Plot Plan)**
3. **Landscape Plan**
4. **Energy Report**
5. **NCTCOG Residential Energy Compliance Path Form**
6. **Engineer-sealed Plans**
 - Engineer's Letter
 - Foundation
 - Shear Wall
 - Ceiling Framing
 - Roof Framing
 - Firewall Details
 - Floor System Details
(if applicable)
7. **Architectural Plans**
 - Floor Plans
 - Electrical Plans
 - Elevations
 - Roof Plans

Specific Requirements:

1. Exterior walls located within 5' of and adjacent property line shall have a minimum fire-resistance rating of 1 hour, per Table R302.1(1) of the 2021 IRC.
2. Fire Suppression System is **required** in all cases, per Fire.

Reference Documents (as applicable):

- 2021 International Residential Code
- 2023 National Electrical Code & Local Amendments
- [Town of Prosper Zoning Ordinance](#)
- [Town of Prosper Planned Development Ordinances](#)
- Subdivision Plat for the property