

## **Attached Arbor/Pergola/Patio Cover Permit Submittal**

### **Definitions:**

***Attached Arbor/Pergola/Patio Cover:*** an outdoor structure that is **attached** but an incidental use to the primary structure, whether open-air (consisting of joists and rafters) or roofed for shade and/or protection from the elements (rain, snow, sun, etc.).

Please submit the following documentation through our [online permitting portal](#) to apply for an attached arbor/pergola/patio cover:

### **Required Submittal Documents:**

#### **ENERGOV SUBMITTAL TYPE: RESIDENTIAL BUILDING REMODEL**

1. **OSSF permit from Collin County Development Services (CCDS)** if property has septic.
2. **Site Plan (Survey).**
  - Location of the proposed arbor/pergola/patio cover
  - Dimensions from the arbor/pergola/patio cover to all property lines and the house
  - Lot Coverage (to include house and any structures with a roof)
3. **Construction Plan.**
  - **Dimensional plan**
    - Width and length of proposed arbor/pergola/patio cover
    - Height of roofline (at peak)
    - Dimensions between posts/columns
  - **Foundation plan**
    - If existing, show details of how it is attached (*ie: Simpson ties, new piers*)
    - New Piers: width, depth, reinforcement (minimum 12" x 12" pier required if post supports more than 750 pounds of live and dead loads per AH105.2).  
***Note: Patio covers over 250 square feet in size require piers.***
    - New Concrete Slab: depth, reinforcement (*Example: 3-½" thick concrete reinforced with #3 rebar 18" on center each way*), and attachment (if posts are not installed in piers).
  - **Framing plan**
    - Materials used (*Example: Western Red Cedar*)
    - Columns: Lumber Size (*Example: 8"x 8"*)
    - Headers:
      - Distance spanned by header from column to column
      - Lumber Size (*Example: 4"x 12"*).

#### **Guide (roofed structures):**

6" x 12": max. 20' span  
6" x 10": max. 18' span  
4" x 12": max. 17' span  
4" x 10": max. 15' span  
4" x 8": max. 13' span

#### **Guide (open-air structures):**

6" x 12": max. 25' span  
6" x 10": max. 23' span  
4" x 12": max. 22' span  
4" x 10": max. 20' span  
4" x 8": max. 15' span

- Rafters:
  - Centers (*Example: 24" on center*)
  - Lumber Size (*Example: 2"x 6"*)
- Lattice:
  - Centers
  - Lumber Size
- **Attachment Detail (include bolt size)**

Attachment to house must be done by ledger board fastened on the wall with fasteners run to wall framing members or attachment on top of roof past the top plate. No attachments to the underside of the soffit or to the end of the rafters is allowed unless sealed by a registered design professional (notched cantilevered portions of rafters are not structural, per R802.7.1.1).
- **Roof Plan**

Asphalt shingles shall be used only on roof slopes of 2:12 or greater. For roof slopes from 2:12 to 4:12, double underlayment application is required, per R905.2.2.
- **Electrical plan** (if applicable).

### **Specific Requirements:**

1. Setbacks: The accessory structure location must meet one of the following criteria:
  - If the accessory structure is attached to the main building, the accessory building shall be located within the rear and side **building** lines of the property.
2. If the structure is metal or some other material outside of the scope of the IRC, a plan set sealed by a design professional licensed by the State of Texas (Architect, Engineer, or Landscape Architect) is required.
3. If the proposed structure is a kit (premanufactured and 200 square feet or under) then the installation manual shall be provided. Any structures over 200 square feet are subject to verification of code compliance.
4. Registered Design Professional (architect, engineer, or landscape architect) must seal plans more than 400 square feet.

### **Reference Documents (as applicable):**

- 2023 National Electrical Code & Local Amendments
- 2021 International Residential Code
- [Town of Prosper Zoning Ordinance](#)