

## **Rental Property Permitting Requirements for Unpermitted Work**

This handout provides information for property owners, landlords, and property managers regarding the requirements for existing accessory structures, remodels, garage conversions, and room additions that were completed without proper permitting or inspection by the City of Mesquite Building Inspection Department.

### **Permitting Requirements**

All construction, alterations, or additions to residential properties require building permits and inspections to ensure compliance with current building codes. Existing unpermitted structures must be reviewed through the permitting process to verify compliance.

- **Accessory Structures:** Include a site plan showing the house, property lines, and structure location. Show foundation, dimensions, setbacks, and materials. Dilapidated or unsafe structures require a demolition permit.
- **Remodels, Garage Conversions, and Room Additions:** Provide before/after floor plans, foundation and framing plans (if applicable), and demonstrate compliance with electrical, plumbing, and energy codes.

### **Who Can Apply for a Permit?**

Anyone applying for a permit must first apply for a Professional License.

Residential rental property owners do not qualify as homeowner contractors, as the property is not their homestead.

All contractors performing work on rental properties must hold a valid professional license with the City of Mesquite.

For information on contractor licensing, see the QR code below or visit the City of Mesquite website.

### **Permit Processing and Inspections**

All permit applications are processed in the order they are received. Under no circumstances does the City expedite the permitting process.

After permits are issued and inspections completed, the property will be considered compliant for the permitted work.

### **Occupancy Policy**

The Building Inspection Department does not prohibit occupancy by tenants for unpermitted work or structures unless there is a life safety concern. Examples of life safety issues include exposed wiring, unstable framing, or unsafe gas appliances.

### **Plan Submittal Requirements**

Plans must show all relevant details to ensure compliance. Include:

- Site plan showing property lines, existing structures, and proposed work locations.
- Dimensions, materials, foundation details, and framing layout.
- Before-and-after floor plans for remodels or conversions.
- Engineer-stamped plans for load-bearing walls or new foundations.
- Photos of unpermitted work and existing conditions are **\*\*strongly encouraged\*\*** to assist review.

## Helpful Tips for Faster Review

- Ensure plans are complete and legible.
- Label all dimensions and materials.
- Include the property address on all pages.
- Combine plans into a single file when submitting through the online portal.

## Contact Information

City of Mesquite – Building Inspection Department  
1515 N. Galloway Ave.  
Mesquite, TX 75149  
Phone: (972) 216-6212  
Email: [buildinginspection@cityofmesquite.com](mailto:buildinginspection@cityofmesquite.com)  
Website: [www.cityofmesquite.com/building](http://www.cityofmesquite.com/building)

## Quick Access

Scan the QR codes below for direct access to permitting and licensing resources:

- EnerGov Portal



- Building Inspection



- Professional Licensing FAQ

