



# CITY OF KYLE

## Building Department

### Homeowners/Homestead Permit

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What is a Homeowner's Permit? Texas State Law requires plumbers, electricians and air conditioning contractors to maintain licenses in order to perform their work. A person who is not licensed to perform this work may perform it with a homeowners permit on their primary residence. In order to be eligible for a homeowner's permit a person must comply with the following provisions.

1. A person must have a current homestead exemption on file with the Hays County Appraisal District. A copy of their exemption will be required at the time of permit submittal.
2. Work done under a homeowner permit shall not include electrical, mechanical and plumbing work that involves:
  - (a) the main electric service.
  - (b) reclaiming and/or charging refrigerants in any Heating, Ventilation, and/or Air-conditioning system.
  - (c) Natural gas plumbing systems, liquified petroleum systems or auxiliary water systems.
3. A person must obtain a homestead permit and pay required permit fees before starting any work.
4. A person who has obtained a homestead permit maintains sole responsibility for ensuring all work done complies with the applicable codes.
5. Homeowner's permits are non-transferrable.
6. A person performing electrical, mechanical and plumbing work under a homestead permit shall present a picture identification to verify that the person is authorized to perform work under the homestead permit when requested by the building official or their designee.
7. Any plumbing, mechanical, or electrical may be done by a sub-contractor if they maintain the licenses required by the Texas State Board of Plumbing Examiners or the Texas Department of License and Regulations and are listed on the permit as a sub-contractor.
8. A homestead permit shall not be issued for electrical, mechanical, and plumbing work on a mobile home, modular or manufactured home unless the homeowner owns the land on which the mobile, modular or manufactured home is located.
9. A homestead permit shall not be issued if the mobile, modular, or manufactured home is located in a mobile home park, mobile home community or other commercial premises.

As the Permit Holder You are solely responsible for the work performed at your residence, scheduling inspections and correcting any code deficiencies identified by inspection staff.