



Noise Ordinance Special Permit Request Checklist

For all requests by a developer or contractor to work outside of the allowed construction hours outlined in Section 17-20 (c)(3)(f) of the City of Denton Code of Ordinances, a special permit is required.

Section 17-20 (c)(3)(f) “The erection, excavation, demolition, alteration, or repair work on any building at anytime other than between the hours of 6:00 a.m. and 8:30 p.m. Monday through Friday from June 1 to September 30; between 7:00 a.m. and 8:30 p.m. Monday through Friday from October 1 to May 31; between 8:00 a.m. and 8:30 p.m. on Saturday; and between 1:00 p.m. and 8:30 p.m. on Sunday; provided, however, that the city council may issue special permits for such work at other hours in case of urgent necessity and in the interest of public safety and convenience;”

To provide staff time to review the request and make a recommendation to City Council, please submit the required information a minimum of 4 weeks prior to the planned construction start date.

Items Required with Special Permit Request

- 1.1 A request should be sent to the Deputy or Assistant Building Official via email requesting a special permit per the City of Denton Noise Ordinance Section 17-20 (c)(3)(f). This request should include the following:
 - i. Provide the name of the development and address
 - ii. Description of construction activities being performed outside of allowed hours including the hours requested
 - iii. State the date range or specific dates when the construction activities are planned to occur
 - iv. Describe the **urgent necessity** for the special permit request including what is unique about this project requiring construction work to be conducted outside of the hours stipulated in the Noise Ordinance
 - v. Explain the plans to minimize the noise impact on the surrounding properties
 - vi. State the proximity of the site to the nearest properties
Describe plans to notify and solicit feedback from surrounding property owners
- 1.2 Provide an aerial map of the development area
- 1.3 Provide a construction sequence map depicting the specific constructed work and locations within the site that will be conducted during the requested special permit hours
- 1.4 It is highly recommended that the developer/contractor conduct a community meeting with the surrounding property owners. With this submission, provide the information presented at the meeting and any feedback from the residents.

City of Denton staff will review the submissions and present their recommendation to the City Council. Please note that submitting the requested information does not guarantee the request will be approved. The City Council has authority to formally approve or deny a developer or contractor's request.