



## BUILDING PERMIT APPLICATION

PERMIT NUMBER: _____	VALUATION OF PROJECT: _____	SQUARE FOOTAGE _____
JOB ADDRESS: _____		
OWNER: _____	PHONE NUMBER: _____	
OWNER ADDRESS: _____		
CONTRACTOR: _____	PHONE NUMBER: _____	
CONTRACTOR LICENSE NUMBER: _____		
ADDRESS: _____		
ENGINEER/ARCHITECT: _____	PHONE NUMBER: _____	
ADDRESS: _____		
PROJECT DESCRIPTION: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> REPAIR <input type="checkbox"/> OTHER _____		
DESCRIBE WORK: _____		
_____		

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be compiled with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

PERMIT FEE: \_\_\_\_\_  
PLAN FEE: \_\_\_\_\_  
INSPECTION FEE: \_\_\_\_\_  
TOTAL FEE: \_\_\_\_\_

**\*\*THE FINAL INSPECTION WILL NOT BE RELEASED UNTIL ALL INSPECTION FEES HAVE BEEN PAID\*\***

**\*\*IT SHALL BE THE DUTY OF THE PERMIT HOLDER TO NOTIFY THE INSPECTOR THAT SUCH WORK IS READY FOR INSPECTION AND TO PROVIDE ACCESS TO AND MEANS FOR INSPECTION OF SUCH WORK\*\***

## RESIDENTIAL PROJECT CHECKLIST

Provide the following information for plan review and approval:

- \_\_\_\_\_ Tap fees have been paid (if needed).
- \_\_\_\_\_ Three (3) sets of construction plans, with one being digital.
- \_\_\_\_\_ Three (3) sets of civil plans, with one being digital.
- \_\_\_\_\_ Site Plan
- \_\_\_\_\_ Lot/Site Plat (new construction)
- \_\_\_\_\_ Signed/Stamped Survey
- \_\_\_\_\_ Plumbing Riser Diagram (Gas, Water, DWV)
- \_\_\_\_\_ A Foundation Plan by a Texas Licensed Engineer
- \_\_\_\_\_ Framing Plans by a Professional Designer or Texas Licensed Engineer/Architect
- \_\_\_\_\_ Electrical Layout and Load Analysis
- \_\_\_\_\_ HVAC Layout
- \_\_\_\_\_ Energy Code Compliance Report
- \_\_\_\_\_ Drainage Plan
- \_\_\_\_\_ TxDOT approval for driveways on a state highway (if needed)
- \_\_\_\_\_ Compliance with TCEQ requirements for stormwater permits
- \_\_\_\_\_ Metal Building/Structure and Foundation requires Texas Licensed Engineered Plans

### SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING AND MECHANICAL

#### ***Additional Information:***

- Approved plans must be available on site for the Building Inspector to view when necessary.
- Revised construction plans are required for city review and approval for ANY changes made after a permit has been issued.
- The Permittee or Applicant is responsible for compliance with Deed and/or HOA restrictions and the City of Bellville is not responsible for enforcement of Deed and/or HOA restrictions.
- Structure designed to meet 3 second gust wind speed, IRC, Section R 301.
- Additional information may be required as needed.

**Note:** Drawings containing a label such as “not for construction” or “for pricing only” will not be accepted for permit application.

Applicant Printed Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## COMMERCIAL PROJECT CHECKLIST

As required for Public or Commercial building by Senate Bill 509 (Effective 1/1/02), an asbestos survey is required to be performed in accordance with Texas Asbestos Health Protection Rules (TAHPR) NS and the National Emission Standards for Hazardous Air Pollutants (NESHAP).

Provide the following information for plan review and approval:

- \_\_\_\_\_ Tap fees have been paid (if needed).
- \_\_\_\_\_ Three (3) sets of construction plans, with one being digital.
- \_\_\_\_\_ Three (3) sets of civil plans, with one being digital.
- \_\_\_\_\_ Site Plan
- \_\_\_\_\_ Lot/Site Plat (new construction)
- \_\_\_\_\_ Signed/Stamped Survey
- \_\_\_\_\_ Plumbing Riser Diagram (Gas, Water, DWV)
- \_\_\_\_\_ A Foundation Plan by a Texas Licensed Engineer
- \_\_\_\_\_ Framing Plans by a Professional Designer or Texas Licensed Engineer/Architect
- \_\_\_\_\_ Electrical Layout and Load Analysis
- \_\_\_\_\_ HVAC Layout
- \_\_\_\_\_ Energy Code Compliance Report
- \_\_\_\_\_ Drainage Plan
- \_\_\_\_\_ TxDOT approval for driveways on a state highway (if needed)
- \_\_\_\_\_ Compliance with TCEQ requirements for stormwater permits
- \_\_\_\_\_ Metal Building/Structure and Foundation requires Texas Licensed Engineered Plans
- \_\_\_\_\_ Asbestos Survey – Survey Date: \_\_\_\_\_ TDH Inspector Number: \_\_\_\_\_

### SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING AND MECHANICAL

#### ***Additional Information:***

- Approved plans must be available on site for the Building Inspector to view when necessary.
- Revised construction plans are required for city review and approval for ANY changes made after a permit has been issued.
- The Permittee or Applicant is responsible for compliance with Deed and/or HOA restrictions and the City of Bellville is not responsible for enforcement of Deed and/or HOA restrictions.
- Additional information may be required as needed.

**Note:** Drawings containing a label such as “not for construction” or “for pricing only” will not be accepted for permit application.

Applicant Printed Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_