

RESIDENTIAL PERMIT APPLICATION



**SUBMIT THIS APPLICATION ALONG WITH TWO (2) SETS OF EACH:
FRAMING PLAN (Minimum size 18x24)
SITE PLAN (Minimum size 18x24)**

Did you remember to include:
Temporary Electric Service Application?
Electric Service Application?
Sewer Service Application?
Water Service Application?

**Please allow 10-15 business days for the building review
before contacting City staff about the status of the application.**

Date: _____ Time: _____ Application # _____	LOCATION: Address: _____ Floodplain YES NO 500yr _____ 100yr _____ Floodway _____ Base Flood Elevation attached YES NO	Zoning District: _____ Subdivision: _____ Lt: _____ Blk.: _____ Lt. Size: _____	OWNERSHIP: Private [] Public []
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TYPE OF IMPROVEMENT:

- a. NEW BUILDING []
- b. ADDITION []
- c. ALTERATION []
- d. REPAIRS []
- e. DEMOLITION []
- f. MOVING []
- g. FOUNDATION []

COST OF IMPROVMENT:

- BUILDING ONLY _____
- ELECTRIC _____
- PLUMBING _____
- HEATING & A/C _____
- GAS _____
- OTHER _____
- TOTAL COST** _____

DESCRIPTION OF CONSTRUCTION: _____

Office Use Only

<u>New Residential Building & Mobile Homes</u> 101 [] One Family house detached 102 [] One Family house attached 103 [] Two Family building 112 [] Manufactured home <u>New Non-Residential Building</u> 328 [] Other non-residential buildings (sheds) 329 [] Structures other than buildings (fences/pools) <u>Additions & Alterations</u> 433 [] Increase in number of housing units (Accessory use Maids-Quarters, In-Law residences)	434 [] No change in number of housing units (porches, room-additions, insulation, windows) 435 [] Decrease in the number of housing units 437 [] All other building/structures (foundations/roofing) 438 [] Residential garages/carports <u>Demolition & Razing of Building</u> 645 [] One family attached/detached 646 [] Two family building 649 [] All other building/structures
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AREA IN USE

First Story: Sq. Ft. (_____) Second Story: Sq. Ft. (_____) Total Sq. Feet in Living Area: Sq. Ft. (_____)
 Attached Garage [] Sq. Ft.(_____) Separate Garage [] Sq. Ft.(_____)
 Carport [] Storeroom [] Washroom [] Fire Place []

Foundation: Concrete [] Wood [] **Roof:** Metal [] Asphalt Shingles [] BUR [] Other [] **Floors:** Concrete [] Wood []

Exterior Walls Masonry [] Wood [] Other [] **Interior Walls:** Masonry [] Wood [] Sheetrock [] Other []

ENERGY COMPLIANCE

Year of code (_____) IECC - Percentage better than code is (_____) PROVIDE THE RES-CHECK FORM

REQUIRED PLAN REVIEW – If all items required are not submitted, the permit will be denied.

INITIAL AND DATE PLEASE

2 FULL SETS OF SITE PLANS WITH LOCATIONS OF ALL STRUCTURES ON SITE, MEASURED DISTANCES FROM PROPERTY LINES, ALL UTILITY EASEMENTS AND SERVICES, DRIVEWAYS AND SIDEWALKS. (_____)

2 FULL SETS OF BUILDING PLANS WITH FLOOR LAYOUTS, PLUMBING, ELECTRIC, AND MECHANICAL DETAILS (_____)

APPLICATIONS FOR: INITIAL AND DATE PLEASE

TEMPORARY PERMANENT POWER AGREEMENT (_____)	TEMPORARY LOOP (_____)
ELECTRIC SERVICE (_____)	
WATER SERVICE (_____)	IRRIGATION SERVICE (_____)
SEWER SERVICE (_____)	SEPTIC TANK PLAN (_____)

	NAME	ADDRESS	PHONE NUMBER
PROPERTY OWNER			
CONTRACTOR			
ARCHITECT/ENGINEER			
ELECTRIC			
PLUMBER			
HVAC			

***SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING AND HVAC. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS COMMENCED. I hereby certify that I have read and examined this application and know the same to be true and correct. Provisions of the International Building Code as well as all laws and ordinances covering this type of work will be completed within the specified time. The granting of a permit does not presume to give authority to violate or cancel the provisions of any City, State or Local Law regulating construction or performance of said construction.**

If this is a HOMESTEAD by definition of the Guadalupe County Appraisal District, a City Residential Contractor's License is not required. _____ (print name) I certify this is my legal homestead and it is registered with the Guadalupe County Appraisal District as my primary home.

APPLICANT SIGNATURE: _____ DATE: _____

Permits submitted must be obtained within 75 days of submittal unless an extension is granted. Failure to obtain the permit will require a new application

↓DO NOT WRITE BELOW LINE – OFFICE USE ONLY↓

SPECIAL APPROVALS	REQUIRED	NOT REQUIRED	APPROVED	APPROVED BY
Building Inspections				
Mechanical				
Electric				
Sewer				
Water				
Health-Dept/Septic Tank				
Fire Alarms				
Fencing				
Off Street Parking				
Fire Marshal				
Fire Sprinkler				
Setbacks				
Sidewalk				
Variance				
Zoning				
Floodway - 100yr- 500yr				

APPLICATION NUMBER# _____
PLAN CHECK FEE (1/2 of permit in addition to) _____
BUILDING PERMIT FEE _____
APPROVED BY _____

