



PLANNING & CODES

205 N. RIVER ST. SEGUIN, TX 78155

## RESIDENTIAL PERMIT APPLICATION



**SUBMIT THIS APPLICATION ALONG WITH TWO (2) SETS OF EACH:**

- DETAILED FRAMING PLAN (Minimum size 18x24)
- DETAILED SITE PLAN (Minimum size 18x24)

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

**DID YOU REMEMBER TO INCLUDE**

- Temporary Electric Service Application?
- Electric Service Application?
- Sewer Service Application?
- Water Service Application?

**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.

**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**

Date:

Permit No:

Site

Address:

Floodplain  Yes  No If yes, Base Flood Elevation is required

Type of Improvement

- New Residential                       New Addition
- Remodel                                       Patio / Deck
- Alteration -  Interior  Exterior       Patio / Deck with Roof
- Window Replacement                       Pre-Built Storage Building
- Demolition                                       Site Built Storage Building

Trade Permits

Check any trade permits that will be required for your project.

- Electric       Mechanical
- Gas               Plumbing
- Other: \_\_\_\_\_

Description of Construction

Brief Description of Project:

Area in Use

Total Square Footage of Project: \_\_\_\_\_ \*Plans must detail square footage information

Foundation:  Concrete  Wood      Roof:  Metal  Shingles  BUR  Other:

Floors:  Concrete  Wood      Exterior Walls:  Masonry  Wood  Other:

Insulation Type:  Icynene  Batt      Interior Walls:  Masonry  Wood  Sheetrock  Other:

### ENERGY COMPLIANCE

Energy form provided:  Res-Check  IC3  HERS Rating

### SERVICE PROVIDERS

Electric Provider:  Seguin  GVEC      Water Provider:  Seguin  Springs Hill      Sewer Provider:  Seguin  Septic

Plan Review Requirements

↓ INITIAL & DATE ↓

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.

Provided \_\_\_\_\_

2 Full sets of building plans with floor layouts, plumbing, electric, and mechanical details.

Provided \_\_\_\_\_

Temporary Permanent Power Agreement

Provided \_\_\_\_\_

Temporary Electrical Service Application

Provided \_\_\_\_\_

Electric Service Application

Provided \_\_\_\_\_

Water Service Application

Provided \_\_\_\_\_

Sewer Service Application

Provided \_\_\_\_\_

Septic Tank Plan

Provided \_\_\_\_\_

Irrigation Service

Provided \_\_\_\_\_

**\*If all items required are not submitted, the permit will be denied\***

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

**Contractor Signature**

Printed Name	Signature	Date:
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**Homeowner Affidavit**

IN ACCORDANCE WITH THE CITY OF SEGUIN ORDINANCE, CHAPTER 18, "BUILDINGS AND BUILDING REGULATIONS", I HEREBY REQUEST A HOMEOWNER'S PERMIT TO PREFORM THE FOLLOW WORK WITH MY OWN HANDS OR BY AN IMMEDIATE FAMILY MEMBER.

**I HEREBY CERTIFY THAT I AM THE OWNER OF THE HOME LISTED ABOVE AND I OCCUPY THIS HOME AS MY HOMESTEAD. I FURTHER CERTIFY THAT I WILL PERFORM THE WORK WITH MY OWN HANDS OR AN IMMEDIATE FAMILY MEMBER.**

I HAVE READ, AND I AM THOROUGHLY FAMILIAR WITH THE CURRENT BUILDING CODES AND ORDINANCES RELATED TO THE WORK THAT I WILL PERFORM AT MY HOME.

I, THE APPLICANT FOR THIS HOMEOWNER'S PERMIT, WARRANT THE TRUTHFULNESS OF ALL OF THE INFORMATION PROVIDED IN THIS APPLICATION AND UNDERSTAND THAT IF ANY OF THE INFORMATION IS INCORRECT THE PERMIT MAY BE REVOKED BY THE BUILDING OFFICIAL.

Printed Name	Signature (Homeowner's Signature indicates compliance with the Homeowner's Statement)	Date
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Email

↓ DO NOT WRITE BELOW LINE --- OFFICE USE ONLY ↓

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

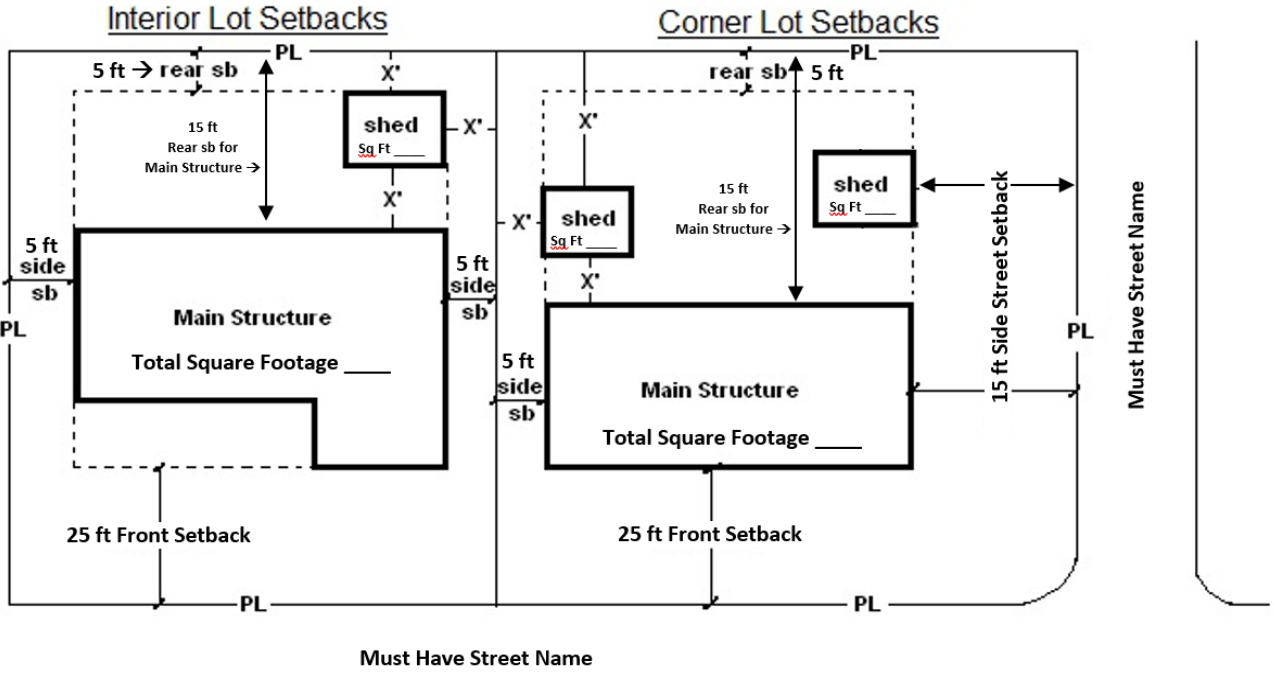
<b>PERMIT NUMBER</b> _____
<b>PLAN CHECK FEE</b> \$ _____
<b>BUILDING PERMIT FEE</b> \$ _____
<b>BUILDING APPROVAL</b> _____
<b>MAIN-STREET APPROVAL</b> _____

### Department Contact Information

Permits 830-401-3352  
 Planning & Zoning 830-401-2306  
 Building Official 830-401-2436  
 Addressing 830-386-2527  
 Utilities  
 -Electric 830-401-2405  
 -Water/Sewer 830-386-2208

Email: [permits@seguintexas.gov](mailto:permits@seguintexas.gov)  
 Email: [isegovia@seguintexas.gov](mailto:isegovia@seguintexas.gov)  
 Email: [qbodin@seguintexas.gov](mailto:qbodin@seguintexas.gov)  
 Email: [hschaefer@seguintexas.gov](mailto:hschaefer@seguintexas.gov)  
 Email: [csmith@seguintexas.gov](mailto:csmith@seguintexas.gov)  
 Email: [dbermudez@seguintexas.gov](mailto:dbermudez@seguintexas.gov)

**Residential Site Plan Example**



**Residential Framing Plan Example**

