

CITY OF BROWNSBORO

Est. 1849

Commercial Building Permit

Job Address: _____		Date: _____	
Block: _____	Lot: _____	Property ID: _____	
Owner: _____		Address: _____	Phone: _____
Contractor: _____		Address: _____	Phone: _____
Electrical: _____		Address: _____	Phone: _____
Plumbing/Irrigation: _____		Address: _____	Phone: _____
Mechanical: _____		Address: _____	Phone: _____
Use of Building:			
Type of Permit: New Construction <input type="checkbox"/> Remodel <input type="checkbox"/>			
Describe Work: _____			
Flood Zone: Yes <input type="checkbox"/> No <input type="checkbox"/> (If "Yes", Flood Plane permit read)		Square Feet: _____	# Stories: _____
Type of Construction: _____		Air Conditioned _____	Certificate of Occupancy Yes <input type="checkbox"/> No <input type="checkbox"/>
Occupancy Group: _____		Non-A/C _____	
Total Square Ft. _____		Roof: _____	Foundation: _____
Overlay District: Yes <input type="checkbox"/> No <input type="checkbox"/> On Thoroughfare: Yes <input type="checkbox"/> No <input type="checkbox"/>		Masonry Required? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Sprinkler Required? Yes <input type="checkbox"/> No <input type="checkbox"/> Smoke Alarm? Yes <input type="checkbox"/> No <input type="checkbox"/> Grease Trap Read? Yes <input type="checkbox"/> No <input type="checkbox"/>		Zoning District: _____	
		<ul style="list-style-type: none"> With application, submit 6 sets of plans. 5 hard copy, 1 digital Incomplete applications will not be accepted. Incomplete plans will not be reviewed. 	
<p>NOTICE SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, HEATING, VENTILATION OR A/C. THIS PERMIT BECOMES NULL AND VOID IF AUTHORIZED WORK OR CONSTRUCTION IS NOT COMPLETED WITHIN 6 MONTHS ANYTIME AFTER WORK IS COMMENCED, UNLESS OTHERWISE STATED IN SPECIAL CONDITIONS. BEFORE THE BUILDING CAN BE OCCUPIED, A CERTIFICATE OF OCCUPANCY MUST BE ISSUED BY THE INSPECTOR ON COMPLETION OF CONSTRUCTION. CONTACT REPUBLIC SERVICES FOR DISPOSAL SERVICES.</p>		<p>I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE PROVIDED INFORMATION TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT, THE 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.</p> <p>Printed Name: _____ Signature: _____</p>	
		Valuation: _____	Permit Fee: \$ _____
<p>An asbestos survey has been conducted in accordance with the Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP) for the areas being renovated and/or demolished. Yes _____ No** _____</p> <p>** If the answer is "No", then as the owner/operator of the renovation/demolition site, I understand that it is my responsibility to have this asbestos survey conducted in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP) prior to a renovation/demolition permit being issued by the City of Brownsboro. Signature: _____</p>			
FOR OFFICE USE ONLY			
Engineering _____	Date: _____	City Secretary: _____	Date: _____
Bldg. Insp.: _____	Date: _____	Public Works: _____	Date: _____

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Commercial Building Permit Submittal Checklist

Please include all items listed on the checklist when submitting a Commercial Building Permit. Permits will not be accepted or reviewed until checklist is complete. Drawings must be drawn to scale, dimensioned and of sufficient clarity.

Professional License: Each drawing and document shall be sealed, signed, dated and designed by a State of Texas Registered Architect, Registered Engineer, Registered Interior Design, where applicable as required by the State of Texas Engineering and Architect Practice Act.

Required Drawings and Documents:

- _____ 1. Complete Permit Application
- _____ 2. Site Plan
- _____ 3. Floor Plans & Roof Plans
- _____ 4. Mechanical, Electrical and Plumbing site plans and schedules
- _____ 5. Plumbing, Mechanical and Electrical Plans
- _____ 6. Exterior elevations
- _____ 7. Door schedules, window schedules, hardware schedules
- _____ 8. Construction details; interior elevations and interior finish schedules
- _____ 9. Structural plans must include Foundation plans, roof and floor framing plans, wall sections and details
- _____ 10. Certified Energy Compliance Report (www.energycodes.gov)
- _____ 11. Asbestos Survey (remodels, additions or demolition)
- _____ 12. TDLR registration for projects over \$50,000

Plans shall be submitted electronically in PDF format. Plans should meet the following requirements:

- 1. Plans to be submitted as individual pages, **not** as a combined set.
- 2. Name each file with the corresponding sheet number that appears on the title block (i.e. A1.00, S1.101, etc.)
- 3. Provide a sheet index.
- 4. Plans shall be full size and to scale.
- 5. All line work and notes shall be legible.
- 6. File sizes to be kept at a minimum.
- 7. Submit plans via flash drive, CD, or 3rd party file sharing site. (Drop Box, YouSendIt, etc.)