**CITY OF SULPHUR SPRINGS**
**PERMIT APPLICATION**
**COMMUNITY DEVELOPMENT DEPARTMENT**

Phone: 903-885-7541, ext 732  Fax: 903-439-2092

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### Project Address:

<table>
<thead>
<tr>
<th>Is this address within five (5) miles of the Airport?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>

### Owner of Property

<table>
<thead>
<tr>
<th>Mailing Address</th>
<th>City</th>
<th>St</th>
<th>Zip</th>
<th>Phone#</th>
</tr>
</thead>
</table>

### Description of Work to be Done:


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### Describe the Specific Use of this Address:

- Residence
- Business
- Other

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### Total Value of Work included in this Permit

$ _____________

### Is this space currently?

- Vacant
- Occupied

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**FOR PUBLIC OR COMMERCIAL BUILDINGS** - I hereby certify that an asbestos survey has been done in accordance with the Texas Asbestos Health Protection Rules (TAHPR) and the National Emissions Standards for Hazardous Air Pollutants (NESHAP) for the area(s) being renovated and/or demolished.

- Yes
- No

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### Applicant's Name (Please Print)

Company Title

<table>
<thead>
<tr>
<th>Company</th>
<th>Mailing Address</th>
<th>City</th>
<th>St.</th>
<th>Zip</th>
<th>Phone</th>
</tr>
</thead>
</table>

Applicant's Signature

Providing false information on a government document is considered a Class A misdemeanor under Section 37.10 of the Texas Penal Code. Upon conviction, this offense carries a penalty of a fine of up to $4,000 and possible confinement in Jail for up to one year.

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### Contractor/Builder Signature

Cell Phone# ________________________________

<table>
<thead>
<tr>
<th>Texas Driver's License#</th>
<th>Date of Birth</th>
<th>Exp. Date</th>
</tr>
</thead>
</table>

The granting of a permit does not resume to give authority to violate or cancel the provisions of any state or local law regulating construction. This permit becomes null and void if the authorized work or construction is not commenced, is suspended or abandoned after work is commenced, or if no inspections are obtained within a 6 month period. All permits require final inspections. I agree to abide by all laws and ordinances governing this type of work whether herein specified or not and hereby certify that I have read and examined this application and know the same to be true and correct.

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### Date Checked

Checked by

Valuation $ _____________

| Permit Fee $ |

| Zoning | Const Type | Occup. Group | # of Apt. Units |

| Date | Amount $ | Rec.# | Cash/Ck # | By |

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Items Required for Building Permit

1) A copy of a SURVEY done by a licensed State of Texas Surveyor (new construction only)
2) Commercial Construction: (Renovations and additions) Federal and State laws require the building to be surveyed for asbestos by a licensed or accredited asbestos inspector before a building can be renovated.
3) A completed application for a building permit.
4) Two sets of site plan with all of the following information include. COMMERCIAL ONLY must have two (2) CD disk submitted with the plans.
5) A Water Sewer Connection Application MUST BE FILLED OUT WITH ALL THE NECESSARY INFORMATION.
   a) A SCALED drawing of the site with:
      1) Size, shape and dimension of the platted lot.
      2) Location and width of all easements.
      3) Showing setbacks of the building from all property lines.
      4) Location and dimension of all existing buildings (if any)
      5) Height of the proposed buildings.
      6) Locations and dimension of all existing and proposed off-street parking areas/spaces including all handicapped accessibility requirements.
      7) Locations and dimension of all existing and proposed driveways including width and curb radius and must include details on all sidewalks.
      8) Width of traffic aisles with all Fire Lanes marked and width marked on the plan.
      9) Location and dimension of off-street loading areas.
     10) Location of trash receptacles.
     11) Locations and width of any landscaping parking adjacent to the street.
     12) Location and elevation of 100 year flood plain.
     13) Surface drainage plan with lot drainage arrows showing the disposition runoff to approved easement right of way. (Grades and elevations may be required).
   b) Foundation plans
   c) Structural plans
   d) Floor plans to include:
      1) All rooms and areas shall be identified as to use.
      2) Means of Egress.
      3) Window and door schedules.
      4) Electrical plans layout.
   e) A Res-Ck Energy or Com-CK Compliance Report (RESck and Com-ck available for free download at www.energycodes.gov)
f) If spray foam is used then the contractor must submit with his permit package the following:
   1) An ESR report must be submitted with the product being used.
   2) A certification from the product supplier that this contractor is certified to use this product.

Depending on the nature of the construction, a Texas Registered Architect’s stamp may be required on construction plans (See attached flowchart to confirm).

See Attached

If the following applies to the nature of the construction, a Texas Registered Professional Engineer must be prepared and stamp the structural, electrical, mechanical (H.V.A.C.), and plumbing construction plans (See attached flowchart to confirm).

See Attached

The following may require an Engineer Stamp Drawings.

- A non-residential building over one (1) story.
- A single story, non-residential building, larger than 5,000 square feet.
- A non-residential building with a span of 24 feet or longer (foundation & structural)
- An apartment over two stories with high with more than four (4) units.
- A single story apartment building with over eight (8) living units.
- A building valued over $20,000 that is owned by a public or governmental agency.

5) A copy of compliance with the International Energy Conference Code Compliance Report with a (COMck available for free download at www.energy codes.gov)

6) A Texas Accessibility Standards (TAS number must be submitted on their letterhead for any project over $50,000.00 value).

For more information in regards to information on Accessibility Standard can be addressed at Architectural Barriers Division at 877/278-0999 or go to www.license.state.tx.us
CITY OF SULPHUR SPRINGS
BUILDING INSPECTION
PERMITS REQUIRED FOR CONSTRUCTION

Building Permits

A building permit is required on any structural work.

Items that do and do not require a permit are as follows:

**Permit Required**
- House Leveling
- Roofing (Re-Roofing)
- Siding
- Storm Doors/Windows
- Wall Demolition
- Fire and Yard Sprinkler Systems

**Permit Not Required**
- Painting
- Carpet
- Re-Sheet rocking
- Replacing Doors

Plumbing Permits

A plumbing permit is required when any plumbing system is installed that hooks up to a sewer system, septic tank or water supply system.

Items that do and do not require a permit are as follows:

**Permit Required**
- Fixture Addition
- Water/Sewer Line Repipe
- Gas Line (new of repair)
- Water Heater (replacement)

**Permit Not Required**
- Stopped up Sewer
- Repair of Water Line
- Fixture Repair
- Fixture Replacement

Only a licensed registered plumber can pull a permit and may be required to show a current valid license prior to its issuance.

Electrical Permits

An electrical permit is required when any alteration is made in the electrical wiring located within the building or used in connection with the production of electric light, heat or power.

Items that do and do not require a permit are as follows:
CITY OF SULPHUR SPRINGS
BUILDING INSPECTION
PERMITS REQUIRED FOR CONSTRUCTION

**Permit Required**
- House or building addition
- Re-wire
- New Circuits
- Meter repairs/replacement

**Permit Not Required**
- Fixture replacement
- Electrical fans
- Fixture repair

Only a registered electrician can pull permits for electrical work and may be required to show a current valid license prior to its issuance.

**Mechanical Permits**

A mechanical permit is required for any installation, alteration or replacement of equipment of mechanical work.

Items that do and do not require a permit are as follows:

**Permit Required**
- Heating equipment
- Air conditioning equipment
- Duct work

**Permit Not Required**
- Electric portable heater
- Portable ventilation
- Portable evaporative cooler
- Self contained refrigeration containing 10 lbs or less of refrigerant.
- Any steam, hot or chilled water piping within any heating or cooling system.

Only a licensed registered mechanical contractor can pull permits and may be required to show a current valid license prior to its issuance.

These are examples of the type of work requiring permits and this is not a complete listing of the items. Should you have any questions about pending construction related activity and whether or not it should be permitted, please call the inspection department at 903-885-7541, ext 362.

A homeowner may acquire the above listed permits upon completing a Homeowners Exemption Form.
# City of Sulphur Springs

## Water Sewer Connection Application

**Copies To:** WATER DEPT. - CITY HALL

Application Taken ____________________

CITY INSPECTIONS DEPT. CHECK PRO RATA ____________________

W&S DEPT. SUPERVISOR Given to W&S ____________________

JG/TRAVIS/wtrswrtap.xls Given back to SC ____________________

Money Received Given to W&S ____________________

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### Customer fill out section below.

- **Project Address** ____________________  
  - Block, Lot ____________________

- **Name** ____________________  
  - Bldg Pmt# ____________________

- **Mailing Address** ____________________

- **Phone** ____________________

- **Email Address** ____________________

- **Size, type and number of connections**  
  - Water ____________________  
  - Sewer ____________________

- **Applicants Signature** ____________________

### CITY WILL PERFORM ALL TAPS/TIE-INS INTO EXISTING WATER OR SEWER MAINS

- **Water Tap Charge** ____________________  
  - Sewer Tap Charge ____________________

- **Pro Rata Fee** ____________________  
  - Grand Total $ ____________________

Sewer and water meter tap locations may vary, depends on the City Service Line Location. All taps will be installed at City's Discretion. Location map on back of page. Please mark your desired location.

- **Approved:** ____________________  
  - Inside City limits: Yes  No ____________________

- **Remarks:** ____________________

- **Date Meter Set:** ____________________  
  - Set By: ____________________

- **Meter #** ____________________  
  - Meter Reading: ____________________

- **Location of Meter:** ____________________

- **Description of Main** (size, type, depth, dist from curb, etc) ____________________

- **Remarks:** ____________________