



APPLICATION FOR BUILDING PERMIT

CITY OF ROCKPORT

2751 S.H. 35 BYPASS, ROCKPORT, TEXAS 78382 – (361) 790-1125

INSPECTION REQUEST LINE (361) 790-1177

Mailing Address: 622 E. Market St, Rockport, TX 78382

*** MUST BE FILLED IN FOR SUBMITTAL
(OTHER INFORMATION MAY BE REQUIRED, DEPENDING ON SCOPE OF WORK)**

* 1. JOB ADDRESS				
	LOT NO.	BLOCK	TRACT	
2. LEGAL DESCR.				
* 3. OWNER		MAIL ADDRESS	ZIP	PHONE
* 4. CONTRACTOR		MAIL ADDRESS	ZIP	PHONE
* 5. ENGINEER		MAIL ADDRESS	ZIP	PHONE
* 6. USE OF BUILDING		OCCUPANCY GROUP	CLASS OF WORK: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> REPAIR <input type="checkbox"/> MOVE <input type="checkbox"/> REMODEL <input type="checkbox"/> OTHER	
* 7. DESCRIBE WORK				
8. OCCUPANCY CHANGE		LOT SIZE (SQ.FT.)	LOT DIMENSIONS	
FROM: _____ TO: _____				
SPECIAL CONDITIONS OR OTHER:		* BUILDING SET BACKS: FRONT L - SIDE REAR R - SIDE		
* ON NEW CONSTRUCTION:		TOTAL FLOOR AREA (SQ. FT.)	HEIGHT OR NO. OF STORIES	
	PLAN REVIEW FEE	TYPE OF CONST.	FOUNDATION	FLOOR TYPE
	\$ _____	INSIDE FINISH	ROOF	<input type="checkbox"/> PUBLIC SEWER <input type="checkbox"/> SEPTIC
* VALUATION OF WORK	PERMIT FEE	EXTERIOR FINISH	CEILINGS	
\$ _____	\$ _____	SIZE GARAGE OR CARPORT	OFFSTREET PARKING	
WATER IMPACT FEE				
\$ _____				
SEWER IMPACT FEE	TOTAL FEE			
\$ _____	\$ _____			
<p align="center">NOTICE</p> <p>Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated. I hereby certify that I have read and examined this application 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. The granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction.</p> <p>PRINT NAME _____</p>		* FLOOD HAZARD BOUNDARY DESIGNATION		
		<p>Applicant does hereby declare that the above mentioned property, is ____; or is not ____ located in a "SPECIAL FLOOD HAZARD AREA" as designated on the City's Flood Insurance Rate Map dated March 4, 1985,</p> <p>Panel NO. _____ Community NO. _____</p> <p>Flood Zone _____ Base Flood Elevation _____</p> <p>A NFIP Elevation Certificate Form must be submitted by a registered surveyor at time foundation forms are set and prior to placement of concrete (foundation inspection), or prior to finished framing (framing inspection) if structure is on elevated piers</p>		
<p>* SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT _____ DATE _____</p> <p>SIGNATURE OF OWNER IF OWNER IS CONTRACTOR _____ DATE _____</p> <p>Homeowners acting as their own contractor must be knowledgeable in the trade for which the work is being done and that such work must be compliant with the city's building code.</p>		* CITY ZONING DESIGNATION		
		<p>Applicant does hereby declare that the above mentioned property is zoned _____, as designated on the City's Zoning Map dated December 9, 2003.</p> <p>DATE PLANS SUBMITTED _____</p>		
WHEN PROPERLY VAIDATED BELOW – THIS IS YOUR PERMIT				
<p>PERMIT ISSUED <input type="checkbox"/></p> <p>PERMIT DENIED <input type="checkbox"/> REASON FOR DENIAL: _____</p>				
BY: _____		DATE: _____	PERMIT NO. _____	

BUILDING & DEVELOPMENT DEPARTMENT EVENT CALENDAR FOR BUILDING PERMIT

(Refer to City of Rockport Building Codes (IBC & IRC), Chapters 1, and Rockport Zoning Ordinance No. 1027 for specific details)

STEP 1 - DAY 1

Submit application (copies available in the building department) for building permit along with two sets of plans, including site plans, associated documentation and pay appropriate fees (for initial application, plan review fee is due).

NOTE: Allow a minimum of ten (10) working days for review of residential construction plans (one and two family dwellings).

NOTE: Allow a minimum of twenty (20) working days for review of commercial construction plans (includes multi-family & industrial development).

NOTE: If building development crosses multiple lots or multiple lots need to be combined into one lot, plan review may cease until platting/re-platting application is completed (see schedule for plats/re-plats).

NOTE: If proper zoning is not in place, plan review will cease until re-zoning application is completed (see schedule for re-zoning).

NOTE: If a Special Permit is needed by zoning ordinance, plan review will cease until Special Permit application is completed (see schedule for Special Permit).

NOTE: If a tree plan is needed, plan review may cease until tree plan application is completed (see application for Tree Review).

STEP 2 – RESIDENTIAL SITE PLAN REVIEW

Residential site plans shall include details showing location of building on property and any other structures with measurements of building set-backs from all property lines. Copy of plat or survey may be required.

NOTE: Tree plan required if applicable.

NOTE: Elevation certificate required if property is located in a flood zone.

STEP 3 – COMMERCIAL SITE PLAN REVIEW

Commercial site plans shall include details showing location of building or buildings on property with measurements of building set-backs from all property lines, parking layout, drainage plan, and utilities. Copy of plat or survey may be required.

NOTE: Tree plan required if applicable.

NOTE: Parking lot lighting plan details required if applicable.

NOTE: Elevation certificate required if property is located in a flood zone.

STEP 4 – RESIDENTIAL BUILDING PLAN REVIEW

Residential building plans shall include details showing building floor plan, building elevations, window and door schedules, windstorm calculations, and energy efficiency compliance form.

NOTE: Elevation certificate (from site plan) required if property is located in a flood zone.

STEP 5 – COMMERCIAL BUILDING PLAN REVIEW

Commercial building plans shall include details showing building floor plan, building elevations, window and door schedules, all exits and related nomenclature, fire resistance construction details if applicable, windstorm calculations, energy efficiency compliance form, and utility layout.

NOTE: Accessibility barrier (ADA) compliance report from the state if applicable.

NOTE: Outside building lighting plan details required if applicable.

NOTE: Elevation certificate (from site plan) required if property is located in a flood zone.

NOTE: For demolition permits, asbestos survey report due.

STEP 6 - DAY 10 OF RESIDENTIAL PLAN REVIEW

Barring no difficulties or hold-ups, plan review should be completed. Permit fees and impact fees (if applicable) are calculated. Applicant notified to pick up permit.

NOTE: Permit fee calculations are based on construction valuation of the building, including costs for electrical, mechanical, plumbing and other related construction costs associated with a complete project.

NOTE: Impact fees are for water & sewer and are based upon water and sewer living unit equivalents. Calculations and use tables are derived from Article XI Wastewater and Water Impact Fees, Chapter 22, Rockport Code of Ordinances.

STEP 7 - DAY 20 OF COMMERCIAL PLAN REVIEW

Barring no difficulties or hold-ups, plan review completed. Permit fees and impact fees (if applicable) are calculated. Applicant notified to pick up permit.

NOTE: Permit fee calculations are based on construction valuation of the building, including costs for electrical, mechanical, plumbing and other related construction costs associated with a complete project.

NOTE: Impact fees are for water & sewer and are based upon water and sewer living unit equivalents. Calculations and use tables are derived from Article XI Wastewater and Water Impact Fees, Chapter 22, Rockport Code of Ordinances.

STEP 8 – ISSUE PERMIT

Applicant will pick up permit and receive back one set of plans stamped "REVIEWED". Applicant will pay all associated fees and receive a copy of the receipt for such transaction. Should a permit not be picked up within 180 days after filing, the application and plans will be disposed of.