

Commercial Permit Application

Building Permit Number: _____		Valuation: _____	
Project Name: _____		Zoning: _____	
Project Address: _____		Square Foot: _____	
Project Description:	New <input type="checkbox"/>	Addition <input type="checkbox"/>	Remodel <input type="checkbox"/>
Sign <input type="checkbox"/>	Plumbing <input type="checkbox"/>	Mechanical <input type="checkbox"/>	Electrical <input type="checkbox"/>
			Finishout <input type="checkbox"/>
			Other <input type="checkbox"/>
Scope of Work: _____			
THIS PROPERTY IS IN A FLOODPLAIN: Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If yes, provide Flood Plain Certificate to the City</i>			
DOES THIS BUILDING HAVE A FIRE SPRINKLER? Yes <input type="checkbox"/> No <input type="checkbox"/>			

Owner Information: _____		
Name: _____	Project Contact Person: _____	
Address: _____		
Phone Number: _____	Cell Number: _____	Email: _____

Engineer	Contact Person	Phone #:	Email
Architect	Contact Person	Phone #:	Email
General Contractor	Contact Person	Phone #:	Contractor License Number <input type="checkbox"/>
		Email:	
Mechanical Contractor	Contact Person	Phone #:	Contractor License Number <input type="checkbox"/>
		Email:	
Electrical Contractor	Contact Person	Phone #:	Contractor License Number <input type="checkbox"/>
		Email:	
Plumbing Contractor	Contact Person	Phone #:	Contractor License Number <input type="checkbox"/>
		Email:	
TPO Energy Provider	Contact Person	Phone #:	Contractor License Number <input type="checkbox"/>
		Email:	

A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. All permits require final inspection.

A certificate of occupancy must be issued before any building is occupied.

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 complied with whether specified 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.

Signature of Applicant: _____ Date: _____

OFFICE USE ONLY: Approvals are required from all departments prior to issuance of permit

Plan Review		Fire	
Public Works		Planning	

Building Permit Fee: _____
Plan Review Fee: _____
Water Tap Fee: _____
Sewer Tap Fee: _____

Meter Deposit Fee: _____
TAS Registration #: _____

Total Fees: _____
Receipt #: _____
Issued Date: _____
Issued By: _____
BV Project #: _____

PERMIT INFORMATION



The City of Celeste enforces the 2015 International Building Code (IBC) and the 2014 National Electrical Code (NEC) for all residential and commercial permit applications.

Permit Requirements

A permit is necessary whenever you or your contractor builds, repairs, modifies, erects, expands, converts, installs, or replaces any building or its utility systems. If work starts without a permit, it may result in a fine.

Examples of projects that require a permit:

- Interior remodels & additions
- Irrigation
- Permanent storage sheds or accessory buildings
- Signs
- Roofing (structural additions)
- Window size replacement
- Foundation repair
- Plumbing
- Electrical
- Solar
- Fencing



Commercial Permit Submittal Requirements

CONSTRUCTION DOCUMENT SUBMITTALS: Two (2) copies of the completed set of construction documents are required for plan review. Construction documents must be submitted along with completed permit application form and information sheet.

- An additional set of plans will be required for fire sprinklered buildings
- An additional set of plans will be required for projects which require a health review

Note: Drawings containing a label such as "not for construction" or "for pricing only" will not be accepted for permit application.

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

REQUIRED DRAWINGS AND DOCUMENTS: (City Building Inspection Department may request additional information if necessary).

Drawings must be drawn to scale, dimensioned and of sufficient clarity.

1. Site plan ^(a)
2. Floor plans and roof plans
3. Exterior elevation
4. Door schedules, window schedules, hardware schedules
5. Construction details; interior elevations and interior finish schedules
6. Structural plans must include: foundation plans, roof and floor framing plans, wall sections and details
7. Mechanical, electrical and plumbing site plans and schedules
8. Plumbing plans (including riser diagram)
9. Mechanical plans
10. Electrical plans (including riser diagrams)
11. Certified Energy Compliance Report/ ComCheck
12. Asbestos Survey (for renovation or demolition permits) ^(b)
13. Texas Department of Licensing and Regulation architectural barriers project registration information, if project is over \$50,000 this is for Accessibility ^(c)

NOTE:

- a. The Plat must be approved and the Site plan must be released by the Planning/Engineering Department before a permit will be issued.
- b. Texas Department of Health, Asbestos Program Branch [1-512-834-6600, www.tdh.state.tx.us/beh/asbestos/default.htm]
- c. Texas Department of Licensing and Regulation [1-800-803-9202, www.license.state.tx.us]

Adopted building codes.

2015 International Building Code and local amendments.

2015 International Plumbing Code and local amendments.

2014 International Electrical Code and local amendments

2015 International Mechanical code and local amendments

2015 International Energy Conservation Code and local amendments

2015 International Fuel Gas Code and local amendments

2015 International Fire Code and local amendments

How to Schedule an Inspection Through Bureau Veritas

A Step-by-Step Guide for Organizing Inspections

- The contractor with the building permit must contact BV Inspections Scheduling at inspectionstx@bureauveritas.com or 817-335-8111 to schedule inspections.
- Include the permit number BV# and specify the type of inspection.
- Submit inspection requests by 4:00 PM for next-day scheduling.
- Inspections occur between 8:00 AM and 5:00 PM; upon completion, results are sent immediately to the applicant and to the City at 4:00 PM.
- Do not request an inspection in a new group until all previous group inspections are approved (e.g., plumbing top-out only after ground rough approval).
- Pay the inspection fee to the City of Celeste before scheduling; it is not billed through BV. Payment can be made online at www.govpaynow.com, location code a000wj. Please reference the permit number, address and type of inspection being paid for. Payment can also be made in office by check during normal business hours of Monday through Friday 8am-12pm and 1pm-3pm.



Typical Commercial Inspections

Utilities

- Utility Storm Sewer
- Utility Sanitary Sewer
- Utility Water Service
- Electric Underground - Site

Underground

- Plumbing Rough
- Water Service
- Yard Sewer
- Electric Underground
- Gas Underground

Foundation

- Pier / Footing
- Grade Beam
- Foundation
- Form Survey

Building

- Electrical Rough
- Mechanical Rough
- Gas Piping Rough/Test
- Plumbing Top-Out
- Framing
- Stucco Mesh
- Brick Tie
- Tilt Panel

Energy

- Energy Insulation

Above Ceiling

- Above Ceiling Electrical
- Above Ceiling Mechanical
- Above Ceiling Plumbing

Utilities

- Construction Electric
- Gas Final

Finals

- Electrical Final
- Mechanical Final
- Plumbing Final
- Customer Service Inspection Letter
- Energy Final
- Building Final

Miscellaneous

- Electric T-Pole
- Flatwork
- Grease Trap
- Grease Duct
- Type I Commercial Kitchen Hood after Grease Duct
- Retaining Wall