

Residential Permit Application

Building Permit Number: _____		Valuation: _____	
Project Address: _____		Zoning: _____	
Lot: _____	Block: _____	Subdivision: _____	Phase _____
<input type="checkbox"/> Plan Review & Inspection	<input type="checkbox"/> Plan Review only	<input type="checkbox"/> NEW SFR	<input type="checkbox"/> SFR REMODEL/ADDITION
<input type="checkbox"/> Inspection only	<input type="checkbox"/> PLUMBING	<input type="checkbox"/> MECHANICAL	<input type="checkbox"/> ELECTRICAL
<input type="checkbox"/> FENCE	<input type="checkbox"/> ACCESSORY BUILDING	<input type="checkbox"/> LAWN IRRIGATION	<input type="checkbox"/> SWIMMING POOL
DESCRIPTION OF WORK:			
Area Square Feet:		Covered	
Living: _____	Garage: _____	Porch: _____	Total: _____
THIS PROPERTY IS IN A FLOODPLAIN: Yes <input type="checkbox"/> No <input type="checkbox"/>			Number of stories: _____
<i>If yes, provide Flood Plain Certificate to the City</i>			

Owner Information:		
Name: _____	Contact Person: _____	
Address: _____		
Phone Number: _____	Cell Number: _____	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:	
Plumber/Irrigator	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.

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:

Approved: _____	Date: _____
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Building Permit Fee: _____	Meter Deposit Fee: _____	Total Fees: _____
Plan Review Fee: _____	_____	Receipt #: _____
Water Tap Fee: _____		Issued Date: _____
Sewer Tap Fee: _____		Issued By: _____
		BV Project # _____



Residential Permit Submittal Requirements

CONSTRUCTION DOCUMENT SUBMITTALS: Construction documents must be submitted along with a completed permit application form including project address, applicant name, phone # and email address. Note: Incomplete permit applications will delay the plan review and permit approval processes

Site plans (plot plans) drawn to a scale of 1" = 20'. Site plans must show lot dimensions, footprint of building and distance from building to property lines, platted building lines, driveways, all easements, and the address and legal description of the lot.

Floor plans drawn to a scale of 1/4" = 1'. Floor plans must show all dimensions, room names, size and type of windows and doors, cabinets and fixtures, and ceiling heights.

Exterior elevation plans drawn to a scale of 1/4" = 1'. Exterior elevation plans must show exterior materials, windows and doors, roof slopes, chimneys, and overhangs.

Structural plans, where required, drawn to a scale of 1/4" = 1'. Structural plans must show second floor framing, ceiling framing, roof framing, headers, and beams.

Foundation plans (must be sealed by a State of Texas Licensed Engineer or Foundation Detail (Refer to IRC for additional requirements) drawn to a scale of 1/4" = 1'. Foundation plans must show all dimensions, location and spacing of beams, location of post-tensioning cables (if applicable), location and sizes of rebar (if applicable), concrete specifications, slab thickness, beam sizes and details, post-tensions cable details (if applicable), other notes and requirements by the Engineer, and the address and legal description of the lot.

Engineer's foundation design letters. Letters must include a statement that the foundation has been designed specifically for soil conditions of listed lot and that design is in accordance with the building code, must be sealed by the State of Texas Licensed Engineer that designed the foundation plans, and must show the address and legal description of the lot.

Engineered Wind Bracing Plans – comply with current adopted City Codes

Masonry on Wood details, if applicable. Masonry on wood details must be sealed by a State of Texas Licensed Engineer or built to the International Residential Code details.

Electrical plans (may be combined with floor plan) drawn to a scale of 1/4" = 1'. Electrical plans must show location of receptacles and other outlets, exhaust fans, smoke detectors, light fixtures, service equipment and panels.

Plumbing plans (may be combined with floor plan) drawn to a scale of 1/4" = 1'. Plumbing plans must show location of fixtures, water heaters, and gas outlets.

Mechanical plans (may be combined with floor plan) drawn to a scale of 1/4" = 1'. Mechanical plans must include engineering calculations, diagrams, location and nature and extent of the work proposed.

Energy Compliance Report (www.energycodes.gov) (IC3 reports: <http://ic3.tamu.edu>)

NOTE: A Form Survey sealed by a State of Texas Licensed Surveyor will be required to be on site for the Plumbing Rough Inspection.

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

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

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 Residential Inspections

Underground

- Plumbing Rough
- Water Service
- Yard Sewer
- Form Survey

Foundation

- Foundation*

Rough

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

Utility Release

- Construction Electric
- Gas Final

Final

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

Unsequenced

- Flatwork
- Electric T-Pole

*Sealed and signed foundation. Engineers pre-pour inspection report required for all engineered foundations