



City of Alton

509 S Alton Blvd. Alton, Texas 78573

Ph: 956-432-0760 Fax: 956-432-0766 www.alton-tx.gov

Building Project Application

Contractor/Applicant:

Name _____ (Phone) _____ (E-mail) _____

Address:

(Street) _____ (City) _____ (State) _____ (Zip) _____

***** If applicant is not the property owner, provide contract or notarized agreement for construction authorization. *****

Property Owner:

Name _____ (Phone) _____

Address:

(Street) _____ (City) _____ (State) _____ (Zip) _____

Permit Location:

(Street) _____ (Subdivision) _____ (Lot) _____ (Block) _____

Type Choose one:

- Remodel
- Porch
- New
- Carport
- Fence
- Addition
- Demolition
- Driveway
- Letter of Compliance- Hidalgo County (*properties outside city limits*)
- Letter of Compliance- Sharyland Water Supply (*new meter service*)
- Other: _____

Work Type

- Electrical
- Plumbing
- A/C

Lot Description :

- Interior
- Corner
- Cul-de-sac

Width: _____ Setbacks: Front: _____ Back: _____

Length: _____ Side: _____ Side: _____

Class: Residential Commercial Multi-Family Industrial

Project Valuation: \$ _____

Basic Residential Fees (additional fees may apply)

Application = \$15.00 / Re-inspections = \$30.00 / Sewer permit = \$910.71

Building Permit-Based on valuation per ordinance

Additions & Remodeling \$35.00 + \$0.09/sq. ft. / Compliance Cert. =\$15.00

Application submittal requirements:

1. Property deed & tax statement
2. Water bill of existing meter if applicable
3. Windstorm & ResCheck / ComCheck (*Energy Efficiency*
www.energycodes.gov)
4. **Plans:** (requirement varies based on type of project)
New Construction Two full sets Legible 8" 1/2 x 11" or 11" x 17" , larger plans **digital format send to janie.flores@alton-tx.gov**, Site plan drawn to scale, location and dimensions of easements, rights- of- way, driveways, sidewalks, setbacks and existing structures.

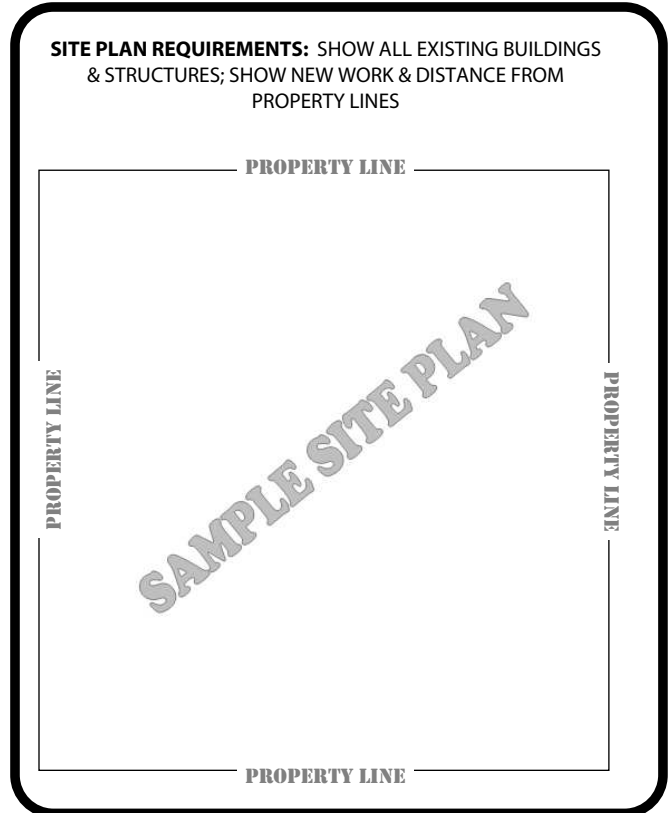
Minimum Residential Living Area= 900 sq ft.,

***** SEE LISTING OF BASIC REQUIREMENTS ON BACK *****

The foregoing information is a true and correct description of the improvements proposed by the undersigned applicant, and the applicant states that he/she will have full authority over the construction mentioned above. The issuance of the building permit is not approval of violations of any provisions of City Ordinance Codes, Subdivision restrictions nor State laws. It is unlawful without the written authorization to deviate from the plans as approved by the City of Alton Planning Dept. The applicant hereby agrees to comply with all City Ordinances, Codes and with all State laws as they may apply and assume all responsibilities for such compliance's. Occupants agree not to occupy such improvements until a Certificate of Occupancy/Completion has been issued by the City. **Codes are based on International Code Council (ICC) 2012 International Building Code standards. They have been adopted by the City of Alton Ordinance 2013-01-01 08**

Signature: _____ **Date:** _____

SITE PLAN REQUIREMENTS: SHOW ALL EXISTING BUILDINGS & STRUCTURES; SHOW NEW WORK & DISTANCE FROM PROPERTY LINES



OFFICE USE ONLY

APPROVED BY: _____

General Building Project Requirements

Certain requirements may not apply to specific project types

1. All weeds & vegetation need to be removed before any fill is placed in the foundation area.
2. Setback inspection must be requested when strings are set.
3. A minimum of 18" finish floor elevation is required above curb or crown of the street.
4. Two (2) paved off-street parking spaces connected to a street are required for all buildings.
5. A 5 ft wide ADA/TAS sidewalk 1 ft from property line along all lot boundaries adjacent to Public Street.
6. One portable rest-room facility per housing construction site.
7. Any changes of deviations from plans are required to be submitted for approval.
8. Front yards shall be completely landscaped.
9. Have an active agreement with City of Alton for solid waste service to dispense all construction debris and litter containment.
10. Subcontractors for electrical, mechanical (A/C), and plumbing must be licensed and bonded with current City of Alton registration and permit.
11. All properties must be cleared of construction debris and trash before final inspection.

Common Inspections List

Electrical temporary pole	--Request any time after building permit has been applied for.
Plumbing underground:	--Verify setbacks,--property lines must be strung up for inspection. --5 PSI air test allowed during wet weather only.
Foundation/Steel	--Check for vapor barrier, steel grading, spacing, and supports.
Framing	--For residential permits, the inspector conducts the rough-in of all trades, electrical, plumbing, mechanical, etc. and general framing including windstorm (bracing, hurricane ties, etc.) and energy code (leakage, glazing, u-factors, a/c duct, r-values, etc.) --For commercial and residential remodels, trade inspections may be requested independently.
Insulation	--Check insulation coverage, and verify that R-values meet with the energy compliance report.
Ceiling	--For commercial permits, check all trades (plumbing, electrical, and mechanical). Trade inspections may be requested independently, or all together.
Infiltration	--To check for seal of all perimeter walls, and ceiling gypsum/drywall penetrations (plumbing, electrical, etc.) as defined in the energy code.
Sewer line connection	--May be requested at any point after/during plumbing rough-in inspection.
Driveway and Sidewalks\ Ramps	--May be requested at any point after sewer line connection. Sidewalks Min. 4" thick and Driveways Min. 6" concrete reinforced with no. 6 gage wire mesh or No. 3 bars @ 12" O.C or No. 4 bars @ 18" O.C. Bar-lift Plastic Chairs, or approved equal, shall be used to secure steel at center of concrete thickness.
Final	--All applicable departments inspect for compliance with codes and conditions. * Landscaping Ordinance for Residential and Commercial Sites- Please Contact Planning Dept. If further information is needed. * Electrical working clearance- Requires an electrical working clearance permit, and is for equipment testing, and construction completion, not for occupancy. For commercial projects, a deposit will be required based on the percent of construction remaining. --* Temporary occupancy (T/O)- Only applies to commercial permits, and requires approval by all applicable departments. A deposit may be required; the deposit is determined by items pending to complete the project.