

Project Information	Job Site Address:		Lot	Block	Subdivision
	Permit is for: <input type="checkbox"/> New Construction <input type="checkbox"/> Repair/Alter <input type="checkbox"/> Addition <input type="checkbox"/> Driveway/Sidewalk <input type="checkbox"/> Fence <input type="checkbox"/> Storage <input type="checkbox"/> Garage <input type="checkbox"/> Sign <input type="checkbox"/> Re-Roof <input type="checkbox"/> Demolition <input type="checkbox"/> Other, Specify:				
	Type of Construction:		Fence Type: <input type="checkbox"/> Cedar <input type="checkbox"/> Chain link <input type="checkbox"/> Other		Demolition: Sq. Ft. _____ No. of Structures: _____
	Brief Description:			Sq Ft. Roof area: _____ Type: _____	
				Disposal of Debris: <input type="checkbox"/> Rental of Trash Bin <input type="checkbox"/> Personal Trailer/vehicle- Landfill location _____	
	Structure used as: <input type="checkbox"/> Office <input type="checkbox"/> Warehouse <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Retail <input type="checkbox"/> Public <input type="checkbox"/> Residential <input type="checkbox"/> Signage <input type="checkbox"/> Other, Specify				
ESTIMATED COST/VALUE OF JOB: \$			An Asbestos Test Report is required prior to permitting of a Remodel of a Commercial Building		
Owner	Owner				Driver License #
	Owner Address				Phone No.
	City, State, Zip				Fax No.
Contractor	Company Name			Contact Person	
	Owner Address				Driver's License #
	City, State, Zip				Phone No.
Applicant (If different as Owner/Contractor)	Permit Applicant is: <input type="checkbox"/> Designer <input type="checkbox"/> Other, Specify				
	Applicant Name				Driver's License #
	Applicant Address				Phone No.

I hereby certify that I have read and examined this application and know the same to be true and correct. I also certify that I am the legal owner or authorized by the legal owner of the property. All provision of laws and ordinances governing this type of work will be complied 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 other state or local law regulating construction or the performance of construction.

Anyone who begins work without a permit shall be subject to doubling of the appropriate fee. Anyone who violates Ordinance#2012-01 shall upon conviction thereof be fined in an amount not to exceed one thousand (\$1,000). Each day the violation continues to exist shall constitute a separate offense.

Signature of Owner **Date** **Signature of Contractor** **Date**
 I hereby certify that I am the legal owner and I authorize applicant to do said work on my property. **Initials** _____

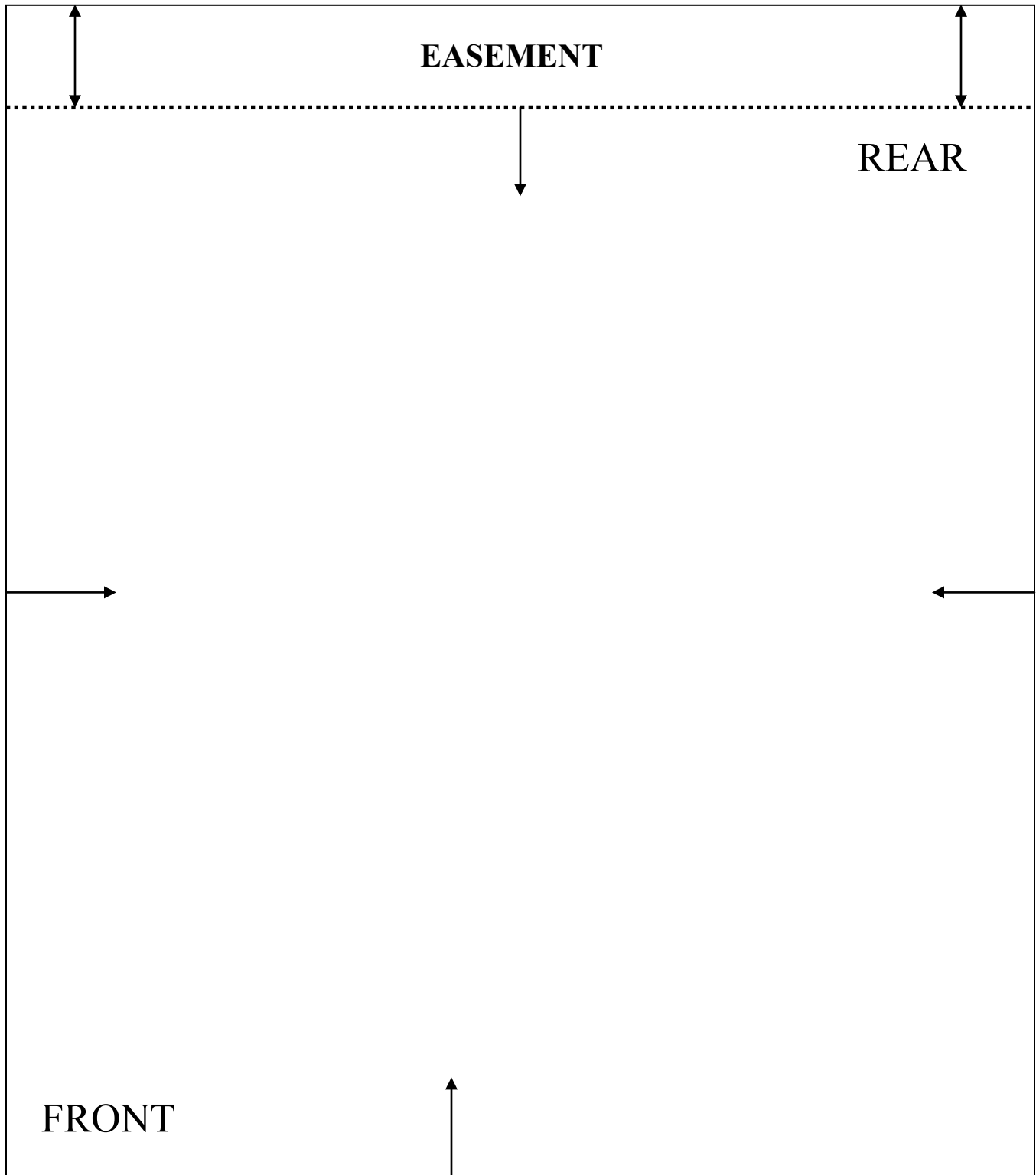
Print Name **Print Name**
DO NOT WRITE BELOW THIS LINE

Type of Construction		Occupancy Group		Max. Occupancy Load	
Size of Bldg. (Total Sq. Feet)		Use Zone		Fire Sprinklers Required: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Total Impervious Surfaces					
Special Approvals	Required	Received	Not Required		
Planning Director					
City Inspector					
Fire Marshal					

BUILDING LAY-OUT

NOTE: This square indicates your property lines

A lay out plan **MUST BE** drawn in the box **ATTACHMENTS WILL NOT** be accepted
PROPERTY OWNER IS RESPONSIBLE FOR LOCATION OF ALLEYS AND EASEMENTS ON
SITE PLAN



EXAMPLE OF BUILDING LAY-OUT

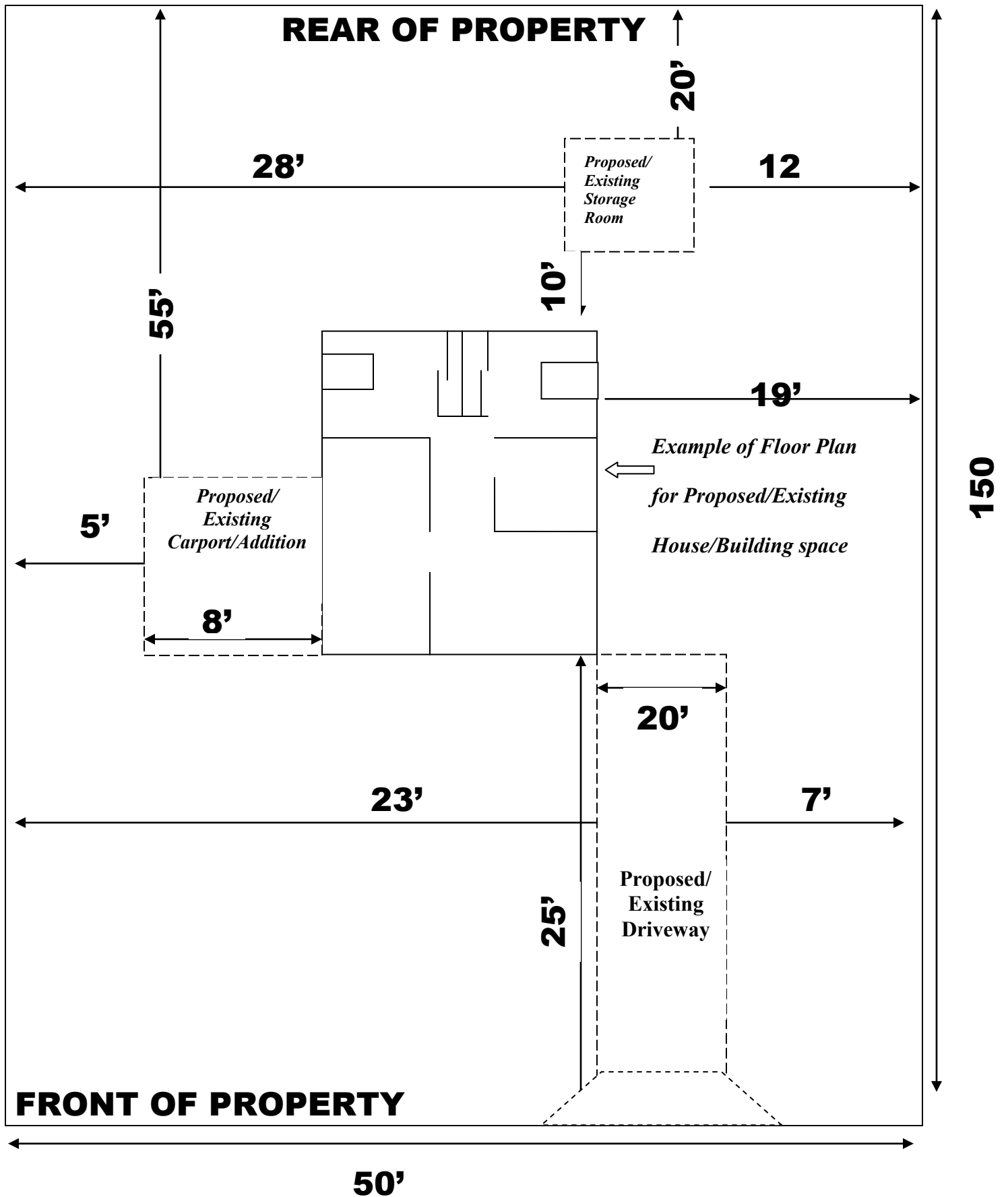


EXHIBIT "B"

Permit and Inspection Requirements Checklist

(Please note this checklist is intended to provide customer assistance but may not be all-inclusive. Additional information may be needed in certain cases to allow adequate information for permitting)

1. For commercial plans, must submit five sets of plans with COM Check and TDLR checklist if construction amount is >\$50,000.
2. For commercial project at RGV Outlet Mall, must submit 2 set of plans with ComCheck, Asbestos Survey and TDLR checklist if construction amount is > \$50,000.
3. For residential plans, must submit two sets of plans with RESCheck and 2 set of Windstorm plans.
4. International Building Code edition 2012 is enforced and N.E.C. 2011 with all appendices.
5. All permits must be obtained prior to doing work, or you will be subject to a double permit fee (**I.R.C. 105.1.**)
6. Property must be properly subdivided and zoned for the proposed use.
7. Separate permits are required for Electrical, Plumbing, Heating and Ventilation work.
8. Certificate of Occupancy (CO) shall be paid at time of original permit issuance, but not issued until final inspections have cleared. It shall be illegal to occupy a house or building without a CO issued by the City of Mercedes. All construction must meet the minimum construction standards set forth by the currently adopted International Building Code. Construction must be completely finished before a CO may be issued including all weather, parking surface of concrete for residential parking/driveways and concrete or asphalt for commercial/business parking/driveways. All driveway portions within the R-O-W must be concrete. All utilities must be connected including water, electricity and sewer drain.
9. A site plan showing the house or portable storage room dimensions; dimensions of property on which it will be placed, setbacks, easements and location of the driveway and any other existing and/or proposed structures must be submitted. A house mover must be licensed and bonded with the City of Mercedes like any other contractor doing work. (With the approval of the house mover, the seller or buyer of the structure may obtain the moving permit.) The building official or designated appointee must conduct a visual inspection of the structure prior to it being moved into city limits. A non-refundable inspection fee must be paid and the structure inspected prior to a moving permit being paid for and issued. A structure being moved must comply with all applicable building and zoning requirements and codes prior to moving it into the city. No more than 25% of the exterior of the building may be constructed of T-111 siding or similar material. No portable storage rooms older than 5 years will be allowed.
10. A site plan showing the manufactured house dimensions and dimensions of property it will be placed on, setbacks, easements and location of the driveway and any other existing and/or proposed structures must be submitted. The building official or designated appointee must conduct a visual inspection of the structure prior to it being moved into city limits. A non-refundable inspection fee must be paid and the structure inspected prior to a moving permit being paid for and issued. A house mover must be licensed and bonded with the City of Mercedes like any other contractor doing work. A structure being moved must comply with all applicable building and zoning requirements and codes prior to moving it into the city. The manufactured home must have appropriate skirting prior to the issuance of the certificate of occupancy and release of utilities.
11. This permit becomes null and void if construction authorized is not commenced within 180 days or if construction is suspended or abandoned for a period of 180 days at any time after work is commenced.
12. I hereby certify that I have read and examined this application and know the same to be true and correct. I agree to comply with all City ordinances and state laws regarding building construction and to build according to the approved plans. 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.
13. Engineering is required on wood frame homes or on any walls over 8 feet high.
14. Display address at all jobsite with a copy of the building permit attached on large piece of plywood.
15. The plans and permit **must be** available on the job site at all times during construction.
16. Port-a-Can needs to be in place prior to the 1st inspection at worksite (**3305.IBC**)
17. Jobsite must be kept clean and measures taken to prevent loose construction trash or other dirt/debris from blowing into public right-of-way or adjacent properties.
18. All driveways and/or sidewalks extending into city right-of-way are required to be of concrete and use #6 wire mesh with an expansion joint at property line.
19. Provide corner bars around perimeter of beam on corner and all intersections. All exterior beams require 12 inches into undisturbed soil. Stirrups start at each corner, corner bars top & bottom around perimeter beam.
20. Foundation Elevation will be 18 inches above curb or center of the street whichever is higher and foundations beams must go 12 inches into virgin soil.
21. Electricians, Plumber and H.V.A.C. personnel must be licensed to pull permits.
22. All plumbing work underground must be tested with a ten-foot water column stack applied to the main stack.
23. Metal stud guards are required on all vents and water lines.
24. All water lines are required to be bonded to the electrical panel

25. All commercial and residential buildings must install an appropriate backflow prevention device approved by the building official.
26. All water heaters installed in garages shall be 18" above floor level.
27. All GFCI protected outlets (not actual GFCI outlets) shall be identified as such with stickers.
28. Type M Copper will **not** be allowed for plumbing on residential or commercial buildings inside city limits.
29. All plumbing walls must be 2' x 6' stud walls.
30. 10-3 electrical wire is required for dryers with a 4-prong receptacle.
31. Arch fault circuit breakers are required for all bedrooms to include closets lights and switches
32. Water heater relief valves must be piped to the outside in metallic pipe. **Note:** the relief valve cannot be reduced small than the diameter of the relief valve discharge thread size.
33. Electric smoke detectors required in each bedroom and adjacent hallway (electric w/battery)
34. Means of egress: minimum 2'8" x 5'0" window is required in each bedroom or an exterior door leading outside from such bedroom.
35. Windstorm requires HTT22 on all corners and double around garage doors. (STDH can be an alternative)
36. Hurricane ties must be used on all rafters.
37. Anchor bolts must be ½" x 8", four feet on center.
38. The building envelope must be complied with in detail. All exterior plywood bracing must be covered with insulated sheathing and taped on each sheet. All windows and doorframes must have window wrap and all holes must be taped or foamed at the framing stage.
39. Contractors must call for their appropriate inspection request. **A minimum of 24-hour advance notice is required.** Inspections are as follows:
 - a. T-Pole
 - b. Rough underground plumbing
 - c. Rebar and steel
 - d. Framing, building envelope, water lines and vents, electrical wiring, air conditioning duct and all exterior electric boxes foamed along with all holes from inside out. (**DON'T BRICK UNTIL INSPECTED**)
 - e. Insulation (**MUST HAVE FACING WITH THE R-VALUE**)
 - f. Sewer Tap
 - g. Final (All sub-contractors and the general must individually call in for final inspection.)
40. In preparation for scheduling your inspection, please have the following available:
 - a. Permit Number
 - b. Contractor's name and phone number
 - c. Project address, including floor number, suite number etc.
 - d. Type of inspection desired
 - e. Date/time of requested inspection
41. All re-inspections must be paid prior to calling in for final inspection.
42. Upon final inspection address need to be affixed to the home or business.
43. Washing machine and dryer connections required on each new home.
44. Dryer vent needs to be metallic duct and must be vented to the outside.
45. Floodplain designation must be noted on the plans
46. Engineer's seal and signature is required for apartment buildings that are one story with more than eight units or two-story with more than four units.
47. Commercial Plans have the following additional requirements:
 - a. Site Plan (It is recommended to have a registered survey, architect or civil engineer execute and seal the site plan for accurate setbacks, location of utility lines and accommodation of excess runoff water from the building and parking lot.)
 - b. Landscaping plan with square footage calculations and caliper size of any proposed trees (15% of front yard is required in most cases)
 - c. Drainage/Runoff plan by a civil engineer or P.E.
 - d. Sewer and water connection points
 - e. Parking plan with required handicap parking spaces
 - f. A complete set of plans must be submitted by developer to Texas Department of Licensing and Regulation for compliance with Texas Architectural Barriers Act for any construction > \$50,000 (1-800-252-8026)
 - g. All commercial buildings over 5,000 square feet must have architected sealed plans.
 - h. All electrical wiring in commercial buildings shall be in rigid metal conduit (or alternate approved by the Building Official)