CITY OF FULSHEAR

PO Box 279 / 30603 FM 1093
Fulshear, Texas 77441
Phone: 281.346.8860 ~ Fax: 281.346.8237
www.fulsheartexas.gov

COMMERCIAL BUILDING PERMIT REQUIREMENTS

_____ I. _____ All information on application completed

_____ Water/Sewer application with all information completed (if applicable)

_____ Plan Review Fee is Collected at time of submittal

_____ Water/Sewer Fee

_____ II. Drawings and Data (Two Copies) Preferred Size Requirement: 24 x 36

_____ Site plans showing all property lines, existing and proposed structures, and drive approach. Drawings must be drawn scale and show a north arrow.

_____ Engineered drawings if over 5,000 square feet; wet seal dwith floor plans, elevations, framing plan, material information
identifying all construction material. Drawings must be drawn to scale.

_____ Foundation details with reinforcing schedule with a State of Texas registered engineer's seal.

_____ Pumping riser diagrams

_____ Electrical wiring diagrams and load calculations.

_____ Energy Code Report (Energy Star or ResCheck) with property address and plan number, signed by architect, engineer, energy star provider or IECC certified plans examiner

_____ Windstorm design details that meet 110mph windspeed

_____ III. _____ Pre-Construction Meeting can be requested after Permit has been approved

City of Fulshear Commercial Building Permit Application

P O Box 279 / 29378-A McKinnon Rd. Fulshear, Texas 77441 Phone: 281.346.8860 ~ Fax: 281.346.8237

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Inspection Request BEFORE 3 PM for next day inspection: Phone 281-346-8850

E-Mail: inspections@fulsheartexas.gov

Project Address: _____ Application #: _____-_____

Name: _____

Zoning District: _____ Approved Plat: ☐ Yes ☐ No

Flood Zone: _____

Property Owner: _____ Subdivision: _____ Section: _____ Lot : ___ Block: ___

State/Zip: _____ Address: _____ City: _____

Occupancy Type: _____ Phone: (___)-___-_____ Fax: (___)-___-_____

Circle Appropriate Group ☐ Commercial ☐ Industrial

A-(___), B , E, F-(___), H-(___), I-(___), M, R-(___), S-(___), U
1-5 1-2 1-5 1-4 1,2 & 4 1-2

Class of Work: ☐ New ☐ Remodel ☐ Demolition ☐ Build-out

Square footage of Improvements:

Renovation/Demolition **As required for Public or Commercial buildings by Senate Bill 509 (Effective January 1, 2002)**

Was an asbestos survey performed in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP) ? ☐ Yes ☐ No* Date of Survey: ___/___/___ TDH Inspector License No. _____ Copy Attached ☐Yes ☐ No

* If the answer is No, then as the owner/operator of the renovation/demolition site, I understand that it is my responsibility to have this asbestos survey conducted in accordance with Texas Asbestos Health Protection Rules)TAHPR) and National Emission Standards for Hazardous Air Pollutants (NESHAP) **prior** to a renovation/demolition permit being issued by the City of West University Place. **Signed:**

Number of Stories ☐ 1 ☐ 2 ☐ 3 ☐ ___ Building Height: _____ Building Site Sq. Ft.: _____

Exterior: ☐ Brick, ☐ Stone, ☐ Stucco, ☐ Other Roof Covering

Description of Work:

_____

_____

Contractor (Company Name): _____

Address: _____ City, _____ State/Zip: _____

Phone #: ___-___-___ Fax#: ___-___-___ Cell #: ___-___-___

Contact Person: _____ **E-mail**: _____
(PLEASE PRINT)

Valuation of the Project $_____

Signature of Permittee: _____ Date: ___/___/_____

City of Fulshear

Commercial / Residential Building Permit Application

FEE SCHEDULE

COMMERCIAL [Building Valuation is data produced by ICC and updated bi-annually, www.iccsafe.org]

Building Permit Fee* [Total cost of construction] $_____

Plan Review Fee** [50% of total building permit fee] $_____

Total Building Permit fee: $_____

Plan Review Fee: Shall be paid at the time of plan submittal. It will be 50% of the Building Permit fee, this applies to all projects over $1000.00.

Building Valuation of:		
$50,000 or Less	=	$700.00 plus $5.75 per thousand over $1000.00 or fraction thereof;
$50,001.00 to $100,000.00	=	$800.00 plus $4.75 per $1000 or fraction thereof over $50,001.00
$100,001.00 to $500,000.00	=	$1000.00 plus $3.50 per $1000 or fraction thereof over $100,001.00;
$500,001.00 to $1,000,000.00	=	$3,500.00 plus $3.00 per $1000 or fraction thereof over $500,001.00;
$1,000,001.00 or more	=	$4,064.00 plus $3.00 per $1000 or fraction thereof over $1,000,001.00.

Example: Total Cost of Construction: $401,250.00

Building Permit Fee*:	$1000.00	+	
	($301,249.00/$1000=301.249 X$3.50= $1,054.37)	=	$2,054.37
	Plan Review Fee** = 2054.37/2	=	$1,027.19
	Total Building Permit Fee		**$3081.56**

RESIDENTIAL [Building Valuation is based on $100.95 per square foot of the total structure]

Building Permit Fee^[Total square footage] $_____

Plan Review Fee^^[50% of the total building permit fee] $_____

Sub-Total $_____

New Structure Inspection Fee $600.00

[remodel, additions inspection fees will be based on the scope of the project]

Permit Application Fee: Shall be paid at the time of plan submittal $ 35.00

Total Building Permit Fees: $_____

Example:

Building Valuation^: 3500 square foot total [each floor level + garage] X $100.95	=	$ $353,325.00
$460.00 + ($ 253,325.00/$1000.00=253.33 X $ 3.00=$ 759.99)	=	$ 1,219.99
Plan Review Fee^^: $1219,99 / 2	=	$ 609.00
Permit Application Fee		$ 35.00
New Structure Inspection Fee		$ 600.00
Total Building Permit Fee		**$ 2463.99**

Building Valuation^ of:		
$1,000.00 or Less	=	$25.00 Minimum
$1001.00 to $50,000.00	=	$25.00 plus $5.00 per $1000.00 or fraction thereof over $1,000.00
$50,001.00 to $100,000.00	=	$260.00 plus 4.00 per $1,000.00 or fraction thereof over $50,000.00
$100,001.00 to $500,000.00	=	$460.00 plus $3.00 per $1000.00 or fraction thereof over $100,000.00
$500,001.00 to $1,000,000.00	=	$2314.00 plus $3.50 per $1000.00 or fraction thereof over $1,000,000.00
$1,000,001.00 or more	=	$4064.00 plus $3.00 per $1000.00 or fraction thereof over $1,000,001.00

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APPLICATION FOR COMMERCIAL UTILITY SERVICES

Date of Application: _____

Water Meter Size: 5/8'' _____ 3/4'' _____ 1'' _____ Other_____
Irrigation Meter Size: 5/8'' _____ 3/4'' _____ 1'' _____ Other_____
Fire Meter Size: _____

Service Address: _____
Subdivision Name: _____
Lot: _____ Block: _____ Section: _____

Billing Information for Monthly Water Bill:

Customer Name: _____
Mailing Address: _____
City/State/Zip: _____
Phone Number: _____ Fax Number:_____
Email Address: _____

APPLICANT MUST TO ATTACH PLOT PLAN, SHOWING PROPOSED LOCATION OF THE TAPS REQUEST AND SIZES

ALL TAP REQUESTS OVER 1" WILL NEED TO BE SUBMITTED TO OBTAIN TAP FEES.

I HEREBY ACCEPT ALL THE ABOVE CONDTIONS AND CERTIFY THAT ALL STATEMENTS HEREIN RECORDED BY ME ARE TRUE.

_____

Signature Print Name Phone # Date

Payment Date: _____ Payment Amount: _____ Transmittal Date: _____

For City of Fulshear Rolloff Container Deliveries:

WCA Waste is happy to provide rolloff containers for waste removal in the City of Fulshear, Texas.

To order deliveries inside the City of Fulshear, please call the WCA Sales Department at any of the following numbers:

832-456-1430 - Mari Medrano
832-456-1440 - Vikki Turkin
832-448-8520 - Mark Stein

We will be happy to talk you through the set up/delivery process. If your company has a pre-printed credit form, please have that in hand when calling. This will speed up the credit process. WCA can also set up your account on a COD, pre-pay, basis.

After the initial delivery, your best way to get the container hauled is to email our Customer Service at houresicsr@wcamerica.com , or call the number above.

Thank you,
WCA Waste Sales

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Commercial Building Permit Information

Certificate of Occupancy:

- Inspection by Building Services Inspector will be required at the time of application. The fee for this type of inspection is $60.00 each. A floor plan must be submitted at time of request.
- If work is being done in Electrical, Mechanical, and Plumbing, then those contractors will need to take out permits and have inspections on their work.
- Prior to the Certificate of Occupancy being approved, the Fort Bend County Fire Marshal will need to give approval. You can contact them at 281-238-1500.
- Some occupancies may require a Health Inspection as well, you will need to get approval from Fort Bend County Health Department at 281-238-3538.
- Electrical power release may be obtained once the Building Services Department completes an inspection and finds that there are no electrical issues. Although the final Certificate of Occupancy will not be issued until all requirements are met.
- An owner of the building may request electrical power for "Clean and Show Only" this is a $10.00 fee and the Building Service Inspector performs an inspection. This is a TEMPORARY electrical release.

What is a Change of Use

A change of use is when an existing building is to switch to a different use, e.g. a house to an office, a house to a church, an office to a retail store, a retail store to a restaurant, etc. Making a major switch requires a complete evaluation of the building and the property including the number of parking spaces. This will require a Change of Use Building Permit to evaluate all of the new requirements. Many of these changes require certain items to be corrected or upgraded, e.g. more parking, installing handicap access and restrooms, exit signs, ventilation, etc. Therefore, if any Electrical, Mechanical or Plumbing adjustments are necessary, those permits need to be obtained.

Some Change of Use are minor, e.g. changing a restaurant to a bar. While both are about the same for code requirements, the bar requires more fresh air in the mechanical system to compensate for the usual customer smoking. Also, because of the hazards associated with concentrated alcohol uses, bars require a fire sprinkler system in locations that restaurants do not. Therefore, the same requirement of a Change of Use Building Permit is required, but the items reviewed will be less than the other changes listed above.

Some Change of Uses may require a Special Use permit.

Site Plans: must be drawn to scale

7. Lot and building line dimensions to property line
8. Existing structures with exact dimensions. If a multi-tenant building, the square footage and type of business must be provided for each space.
9. Exact number of parking spaces (9' x 18') and accessible parking spaces
10. Driveway locations; fire lanes and locations of fire hydrants
11. Street names and street address/addresses
12. Sidewalks, open spaces, parkways, etc.

Other required documents:

13. Landscape plans
14. Drainage plans
15. Utility plans
16. Elevation Plans showing compliance with Masonry requirements

Floor Plans: must be drawn to scale

- Complete floor plan drawn to scale showing all walls and rooms
- All restrooms with plumbing fixtures
- All exits, doors, halls, and windows
- All rooms or areas named and labeled as to the use
- Businesses such as churches, restaurants, bars, etc. must provide a seating layout
- Mechanical plans, if changes to the heating, ventilation or air conditioning system will be made.
- Electrical plans, if changes to the electrical system will be made.
- Plumbing plans, if changes to the plumbing system will be made.
- Energy code check sheet, if alterations to the building envelope, lighting, or mechanical systems will be made.
- A copy of the Fort Bend County Fire Marshal approval letter is required. You can contact them at 281-238-1500.
- Some occupancies will require a copy of the Fort Bend County Health Department letter of approval as well. 281-238-3538
- Other requirements may need to be met before a building permit can be issued depending upon the property location, zoning, or based on design guidelines for the area.

Frequently Asked Questions Concerning Verification of Asbestos Surveys

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- A copy of the Fort Bend County Fire Marshal approval letter is required. Some occupancies will require a copy of the Fort Bend County Health Department letter of approval as well. Contact Fort Bend County Fire Marshal Office at 281-238-1500 and Fort Bend County Health Department at 281-238-3538.

What is required for Commercial Remodeling?

This depends on what is being remodeled.

A copy of an Asbestos report is required per the Texas Department of Health.

Foundation, floors, walls, ceiling and roofs require a Building permit. If a wall is opened up (framing exposed) a permit is required.

Any time Electrical, Mechanical or Plumbing work is done on a commercial building a permit is required to be obtained by a licensed professional, who is registered with the city.

Other requirements may need to be met before a building permit can be issued depending upon the property location, zoning, or based on design guidelines for the area.

What Permits are required for Commercial Additions?

Typically permits for commercial add-ons are similar to a new commercial permit. Foundation, floors, walls, ceiling and roofs require a Building permit.

Other requirements may need to be met before a building permit can be issued depending upon the property location, zoning, or based on design guidelines for the area.

What Permits are required for Commercial New Construction?

Building, electrical, mechanical and plumbing permits are all required to be obtained by certified registered professionals that are registered with the city. The building permit must be obtained before trade permit can be issued.

Applicants must submit (2) complete sets of the required plans listed below, along with an additional (1) extra site plan. Plans described below must be drawn to scale, have a labeled "North Arrow", and contain the Legal Description of the property (Block, Lot, and Addition) along with the correct street address. Please separate plans into two separate sets: One for Zoning Review, one for Plan Review.

Plans shall include the following: (See Example)

Applicants must submit (2) complete sets of the required plans listed below, along with an additional (1) extra site plan. Plans described below must be drawn to scale, have a labeled "North Arrow", and contain the Legal Description of the property (Block, Lot, and Addition) along with the correct street address. Please separate plans into two separate sets: One for Zoning Review, one for Plan Review.

Plans shall include the following: (See Example)

Site Plans: must be drawn to scale

1. Lot and building line dimensions to property line
2. Existing structures with exact dimensions. If a multi-tenant building, the square footage and type of business must be provided for each space.
3. Exact number of existing parking spaces (9' x 18') and accessible parking spaces
4. Driveway locations; fire lanes and locations of fire hydrants
5. Street names and street address/addresses
6. Sidewalks, open spaces, parkways, etc.

Floor Plans: must be drawn to scale

- Complete floor plan drawn to scale showing all walls and rooms
- All restrooms with plumbing fixtures
- All exits, doors, halls, and windows
- All rooms or areas named and labeled as to the use
- Businesses such as churches, restaurants, bars, etc. must provide a seating layout
- Mechanical plans, if changes to the heating, ventilation or air conditioning system will be made.
- Electrical plans, if changes to the electrical system will be made.
- Plumbing plans, if changes to the plumbing system will be made.
- Energy code check sheet, if alterations to the building envelope, lighting, or mechanical systems will be made.

Energy Code Check Sheet:

- A COMcheck report showing compliance with the current International Energy Conservation Code is required if there are changes to new or existing openings in the walls or ceilings, lighting, heating, or air conditioning systems. COMcheck reports must be stamped with a certified IECC Commercial Plans Examiner, Texas Licensed Architect or Engineer.

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What is an Asbestos survey?

The Texas Department of Health mandates under Senate Bill 509 that asbestos surveys are required for the remodeling or demolition of public and commercial buildings. You can learn more from the Texas Department of Health Asbestos Program in Austin, Texas at 1-800-572-5548 or www.tdh.state.tx.us/beh/asbestos.

Why do we need Senate Bill 509?

Each year, many asbestos removal jobs in Texas are done in violation of state and federal safety laws that require protection of construction workers and the public from exposure to dangerous levels of asbestos fibers. You can learn more from the Austin-American Statesman special report on widespread illegal asbestos removal projects issued on January 7, 2001, entitled "Death in the Air".

After what year can a building be built when no asbestos survey is required?

Asbestos surveys are required on all buildings regardless of the year of construction. For newer buildings, there is an alternative to a survey.

Can I submit information other than an asbestos survey?

Yes, Instead of a survey, the owner/operator can submit a certification from a Texas licensed engineer or architect or a statement from an asbestos inspector licensed by the Texas Department of Health stating that:

The material safety data sheets (MSDS) for the materials used in the original construction, the subsequent renovations or alterations of all parts of the building affected by the planned renovation or demolition have been reviewed; and in their professional opinion, all parts of the building affected by the planned renovation or demolition do not contain asbestos.

How do building owners or operators obtain these surveys?

The Texas Department of Health can provide you with a list of licensees in your area that conduct asbestos surveys.