

CITY OF FULSHEAR

30603 FM 1093, P.O. Box 279,
Fulshear, Texas 77441
Phone: 281-346-1796 Fax: 281-346-0457

BUILDING PERMIT REQUIREMENTS

COMMERCIAL

RESIDENTIAL

SCHEDULE A Applicants must furnish all data indicated when applying for a building permit. In cases where data requested is not applicable, the **Applicant must furnish a written statement indicating same.**

_____ **I. Building Permit Application - completed**

- _____ Proof of Improvement / Building Cost
- _____ Landowner's, applicants, and contractor's name, address and phone number.
- _____ Legal description of tract of land on which the new facilities will be constructed.
- _____ Number of occupant during normal and peak periods of occupancy.
- _____ T.R.C.C. Certificate Must Accompany City Registration For Res.Jobs Over \$20,000.00

_____ **II. Drawings and Data (Two Copies) (Three Copies if Drainage Plan Review is needed)**

- _____ Architectural drawings with plans, elevations, sections and bills of material identifying all construction material. Drawings must be drawn to a minimum scale of one quarter inch (1/4") equal one foot (1') .
- _____ Specifications for the facility to be modified or constructed.
- _____ Landscape plan identifying plant types and location (COMMERCIAL ONLY)
- _____ Exterior lighting plan with elevations, installation locations, type of fixture and candle power. (COMMERCIAL ONLY)
- _____ Foundation details with reinforcing schedule with a State of Texas registered engineer's seal.
- _____ Pumping riser diagrams – Plumbing permit will be issued to a licensed plumber only.
- _____ Electrical wiring diagrams and load calculations. (COMMERCIAL. RESIDENTIAL - 5000 SQUARE FEET AND OVER REQUIRE a state of Texas registered engineer's seal.) Electrical Permit will be issued to a licensed electrician only.
- _____ Plumbing diagrams. (COMMERCIAL. RESIDENTIAL - 5000 SQUARE FEET AND OVER REQUIRE a state of Texas registered engineer's seal.)
- _____ Mechanical plans. (COMMERCIAL. RESIDENTIAL - 5000 SQUARE FEET AND OVER REQUIRE a state of Texas registered engineer's seal.)
- _____ Paving layout drawings and details with a State of Texas Registered Engineer's seal. All commercial facilities must provide adequate parking space on the applicant's tract of land for all of the employees, customers, and freight vehicles, during normal peak operations. Drawings are to indicate drive entrances and sizes and total paved area in square feet. (COMMERCIAL ONLY)

_____ **III. Plat prepared by a registered State of Texas public surveyor showing the tract**

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of land on which the new facilities will be constructed. Plat is to include all subdivisions of all tracks of land with areas indicated. The plat is to be drawn to a minimum scale of 1-inch (1") equal eighty (80) feet and indicate the location of the new facilities to be constructed on the tract of land. After the slabs are poured, revised certified plats are to be submitted to the City.

- _____ **IV. T.D.L.R. Compliance** – (T.D.L.R. – Texas Department of Licensing and Regulations – Deals with handicap requirements) A completed report does not have to be issued prior to issuance of permit, but confirmation from a state approved A.D.A. compliance vendor must be received. Prior to issuance of a Certificate of Occupancy, the completed report must be received. (COMMERCIAL ONLY)
- _____ **V. Sign** - detailed drawings illustrating sizes, color, installation method and location of all signs to be installed. (COMMERCIAL ONLY)
- _____ **VI. Color Coupons** - minimum size of 1" x 2" duplicating all building exterior and sign colors to be used. Two coupons of each color to be used are required. (COMMERCIAL ONLY)
- _____ **VII. Environmental Impact Statement identifying** addressing the environmental impact on:
(COMMERCIAL ONLY)
- _____ Air, land and water supply quality
- _____ Wildlife, birds, fish, etc.
- _____ **VIII. List of all Chemicals, Elements, Gases, Acids, etc.** to be used in the applicant's operations, processes, stored and byproducts created. (COMMERCIAL ONLY)
- _____ Occupational Safety and Health Administration (OSHA) Material and Safety Data Sheets (MSDS) for all chemicals, elements, gases, acids, etc. stored or used in the applicant's operations, processes and facilities.
- _____ List of all process materials and by products with Material and Safety Data Sheets (MSDS) that will be produced. Description of storage systems, storage capacities, containment construction, length of time stored and disposal method.
- _____ Definition of technology and details of emergency suppression systems to be used. Best available technology (BAT) is required
- _____ **IX. Potable Water and Fire Protection Required from the City** including but not limited to:
- _____ Tie in locations to the City water system.
- _____ Normal and maximum water use rate in gallons per minute and gallons per day required from the City
- _____ Secondary supply source being furnished by the Applicant, if any.
- _____ **X. Sanitary System** to be installed. All lift stations required for tie-in into City's existing sewer system are the responsibility of the Applicant
- _____ Grease Traps: min. 1,000 gals (COMMERCIAL ONLY)
- _____ The size, location and estimated depth of the sanitary sewer system within development and the size, location and depth of the existing sewer lines of the City.
- _____ Proposed sewer tie-in connection type and location of the connection in to the City sanitary sewer system.

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- _____ Estimate normal and peak load in gallons to be discharged into the City's system. Normal and peak loads are to be furnished for each tie-in on a gallons per day basis.
- _____ Estimated total gallons per month to be discharged into the City's system.
- _____ Septic system, if applicable, design basis and details with loads indicated developed by a registered engineer.
- _____ OSSF Application must be signed (if septic system)
- _____ TCEQ or OSSF must be signed off before final inspection (if septic system)

XI. Drainage

- _____ Drawings and data with elevations indicating existing and new construction drainage systems STATE OF TEXAS ENGINEER'S SEAL REQUIRED (COMMERCIAL ONLY – 2 ACRES OR LARGER) (Drainage Plan Review-Requires 1 Additional Complete Set of Drawings)
- _____ Design flow rates and time basis used for design
- _____ Drainage discharge impact on adjacent property and municipal facilities

XII. Development Master Plan drawn to scale of the proposed development of the lands included in the application. Data must include location, size and shape of all improvements (buildings, recreation areas, parking areas, streets, etc.) must be indicated on the property with sufficient dimensions to determine open spaces, offset distances and other improvements. Master plans shall include, but shall not be limited to: (COMMERCIAL ONLY)

- _____ **Streets and Parking Plan** to be constructed areas within a planned development and the connection of the streets within the development to the existing neighborhood streets within one-fourth (1/4) mile surrounding the development.

Traffic Count

- _____ A proposed traffic flow on the streets providing access to the development.
- _____ A traffic count over seven (7) consecutive days for the hours between 6:00 o'clock a.m. and 8:30 a.m. and between 4:00 p.m. and 6:30 p.m., at the point on the major streets where intersections will provide access to the development.
- _____ An estimate of the total number of vehicles from the project which will be using such intersections during those hours.

The applicant is solely responsible to comply with all ordinances and codes on record at time of filing an application for a building permit. The City may request additional data other than that indicated in this document for further clarification of the facility to be constructed.

The City of Fulshear has adopted I.B.C. 2003 non residential , I.R.C. 2003 ,I.F.C. 2003