



Revised 1-5-12

**COMMERCIAL CONSTRUCTION PERMIT APPLICATION**

**REVIEW TIME: (COMMERCIAL 10 WORKING DAYS)**

Permits Department  
400 N. Travis St.  
San Benito, Texas 78586

**PERMIT # ASSIGNED :** \_\_\_\_\_ **Time-In** \_\_\_\_\_

**Type of Construction:** \_\_\_ New Construction \_\_\_ Addition \_\_\_ Renovation \_\_\_ Roofing \_\_\_ General Repair  
\_\_\_ Shell Only \_\_\_ Tenant Finish-out

**Project Name:** \_\_\_\_\_

**Project Site Address:** \_\_\_\_\_

**Subdivision Name:** \_\_\_\_\_ **Lot** \_\_\_\_\_ **Block** \_\_\_\_\_

**PLATTED:** Yes \_\_\_ No \_\_\_ \*\*\*\*\*Building Permits **CAN NOT** Be Issued On Property That Is **NOT** Platted

**Type of Occupancy Use:**

Public Use \_\_\_\_\_ Private Living Use (Over 2 Apartments) \_\_\_\_\_ Industrial/Manufacturing \_\_\_\_\_

Other/Occupancy Type: \_\_\_\_\_

**Existing/Intended Use (Be Specific):** \_\_\_\_\_

Name	Address, City, Zip	Phone #'s	E-mail
<b>Contractor:</b>			
<b>Owner/Company:</b>			
<b>Engineer:</b>			
<b>Architect:</b>			
<b>SUBCONTRACTORS</b>			
<b>Electrician:</b>			
<b>Plumber:</b>			
<b>Mechanical:</b>			

<b>Building Sprinkle System: Yes:</b> _____ <b>No:</b> _____	<b>Building Fire Alarm: Yes:</b> _____ <b>No:</b> _____
<b>Total Square Footage (build or renovate):</b>	<b>Occupant Capacity:</b>
<b>I.F.C. Building Classification:</b>	<b>I.F.C. Building Group Use:</b>

<b>CHECKLIST: (Minimum Required) *Other requirements may apply, pending proposed use</b>			
<input type="checkbox"/> 2 Sets of Engineered Plans	<input type="checkbox"/> 2009 Com-Check	<input type="checkbox"/> Windstorm	<input type="checkbox"/> All Spec. Plans
Separate Plans: <input type="checkbox"/> Water Distribution Plans <input type="checkbox"/> Waste Water Plans <input type="checkbox"/> Storm water/Drainage Plans			

**PERMIT # ASSIGNED :** \_\_\_\_\_

<b># of Buildings:</b>	<b>Foundation Type:</b>	<b>Building Cost:</b> \$
<b># of Floors:</b>	<b>Roof Type:</b>	<b>Electrical Cost:</b> \$
<b>Total Building Height:</b> Feet: _____	<b>TOTAL SQUARE FOOTAGE of PROJECT:</b>	<b>Plumbing Cost:</b> \$
<b>Units/Offices per Floor:</b> 1 <sup>st</sup> : _____ 2 <sup>nd</sup> : _____ 3 <sup>rd</sup> : _____	<b>Total Sq. Ft. per Floor:</b> 1 <sup>st</sup> : _____ 2 <sup>nd</sup> : _____ 3 <sup>rd</sup> : _____	<b>Mechanical Cost:</b> \$
		<b>TOTAL PROJECT COST:</b> \$

**SETBACK COMPLIANCE SECTION**

	Front	Rear	L side	R side	Total Lot Size (in Sq. Ft.)	Flood Zone	Flood Elevation
<b>Property Setbacks</b>							

**Sign:**

Will an *ON* or *OFF* premise sign be installed for advertising of this project/business?  
(If Yes, then a Sign Permit must be filed) Yes \_\_\_\_\_ No \_\_\_\_\_.

**Temporary Utility Services:**

Do you need a C-Loop or Temporary Pole/ Electrical Service? Yes \_\_\_\_\_ No \_\_\_\_\_.  
Do you need a Water/Sewer Tap Application for service? Yes \_\_\_\_\_ No \_\_\_\_\_.

**EAB#:** \_\_\_\_\_ if Construction value is greater than \$50,000.

**\*Texas Department of Licensing and Regulation:** Requires an E.A.B. (Elimination of Architectural Barriers) Project # for ALL PROJECTS equal to or greater than \$50,000. ([www.tdlr.state.tx.us](http://www.tdlr.state.tx.us))

Is a **Renovation** or **Demolition** to occur on this project? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, a Demolition permit, a copy of the Asbestos Survey and a San Benito Contractor's Demolition Site Record must be provided prior to project continuation.

**\*Effective January 12, 2002- Renovations & Demolitions to Commercial/Multi Family Buildings:**

Require an asbestos survey in accordance with the Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standard for Hazardous Air Pollutants (NESHAP) ([www.dshs.state.tx.us/asbestos](http://www.dshs.state.tx.us/asbestos))

\*I hereby agree to comply with City of San Benito ordinances, codes and state laws and assume all responsibility for such compliance, and that a Certificate of Occupancy will not be issued until construction is completed. Any deviation, modification or change from the plans or other documentation submitted will be declared a violation of this permit, unless authorization is given and upon submitting the corresponding plans showing the same. All waste, garbage and dumpster pickup must be supplied by ALLIED WASTE COLLECTIONS (956)423-7316. All permits must be secured separately: electrical, plumbing, HVAC and irrigation. All inspection requests shall be the responsibility of the contractor, giving **24 hour** notice prior to inspection. This permit becomes **NULL** and **VOID** if authorized construction is not commenced within 6 months. If construction is not completed within **1 YEAR**, a new permit must be obtained at construction value only. I have read and examined this application and know the same to be true and correct, and that all provisions of laws, ordinances and codes governing this type of work will be complied with whether specified herein or not, and 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 the performance of construction.

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Contractor/Owner Signature

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Contractor/Owner Print

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Date

**ALL INCOMPLETE PACKAGES WILL DELAY YOUR BUILDING PERMIT BEING ISSUED ON A TIMELY BASIS. NO BULDING PERMITS WILL BE ISSUED FOR ANY COMMERCIAL CONSTRUCTION WITHOUT THE FOLLOWING.**

**Builder must register with the City of San Benito as a general contractor (sub-contractors to register in their specialized field).**

**COMMERCIAL PROJECTS: \*Other requirements may apply, pending proposed use**

- 1)  Two (2) full sets of engineered certified plans signed and sealed to include:
  - a.  Electrical load calculations and panel diagrams.
  - b.  Plumbing details.
  - c.  HVAC layout and load calculations.
  - d.  Foundation plan to include wood, steel or engineered post tension w/details.
  - e.  Typical wall section.
  - f.  Exterior elevations (all four sides).
  - g.  Roof section with joist and rafter layout, or engineered roof truss layout and dimensions.
  
- 2) Submit Plot Plan/Site Plan showing:
  - Address of property
  - Legal description of the property
  - Building setback lines
  - Parking – 9' X 20' to be of asphalt or concrete
  - Landscaping – 10% of gross building site area
  - Sidewalks with locations and sizing
  - Location, type and dimensions of fencing
  - Trash bin location, and screening enclosure

Submitted Separately:

- 3)  A copy of the Letter of Intent to TCEQ
- 4)  Utility Drainage/Storm Water Plans
- 5)  Utility Water Distribution Plans
- 6)  Utility Waste Water Plans
- 7)  Backflow Prevention Device registration report.
- 8)  Com Check.
- 9)  Windstorm (**WPI-1**) load of 120 miles an hour (submit compliance certificates signed and sealed from an approved agency certified to do structural design and approved by the building official).
- 10)  E.A.B. number as required by the State of Texas License & Registration on construction cost over \$50,000

If required by Fire Code

- 11)  Fire Alarm Specifications/Plans.
- 12)  Fire Sprinkler System plan (ISO review required prior to submittal)
- 13)  Smoke Alarm System and/or Fire Extinguishers

**The following items require separate permits:**

- Signage Permit
- Fencing/Screening Permit