



Revised 1-8-12

**NON-OCCUPANCY 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: \_\_\_ Re-Roofing \_\_\_ Driveway/Parking Lot \_\_\_ Garage/Carport \_\_\_ Porches/Canopies  
\_\_\_ Storage Building/Sheds \_\_\_ Gazebos \_\_\_ Swimming Pool \_\_\_ Deck \_\_\_ Other: \_\_\_\_\_

Property Use: Residential:\_\_\_ Commercial:\_\_\_ Industrial:\_\_\_ Educational Facility:\_\_\_

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

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

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

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

Intended Use: \_\_\_\_\_

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

**CHECKLIST: (Minimum Required) \*Other requirements may apply, pending proposed use**  
 \_\_\_ 1 Set of Site Plans \_\_\_ 1 Set of Specific Design plans (Show material list used-Spec. designs)

Plumbing Cost: \$	Electrical Cost: \$	Building Cost: \$
Roof Type:	Parking/Driveway Type:	TOTAL PROJECT COST: \$
Total Building Height: Feet: _____	Notes:	TOTAL SQUARE FOOTAGE of PROJECT:

**SETBACK COMPLIANCE SECTION**

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

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

**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 \_\_\_\_\_.

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

*If Yes, please contact the Code Enforcement Department located at 400 N. Travis, San Benito, Texas for possible project requirements*

**\*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.

\_\_\_\_\_  
Contractor/Owner Signature

\_\_\_\_\_  
Contractor/Owner Print

\_\_\_\_\_  
Date

**ALL INCOMPLETE PACKAGES WILL DELAY YOUR BUILDING PERMIT BEING ISSUED ON A TIMELY BASIS. NO BULDING PERMITS WILL BE ISSUED FOR ANY NON OCCUPANCY 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) \_\_\_\_\_ One (1) full set of plans to include: (If Applicable)
  - a. \_\_\_\_\_ Electrical diagrams.
  - b. \_\_\_\_\_ Plumbing details.
  - c. \_\_\_\_\_ List of Material being used (Material needs to be new and unused)
  
- 2) Submit Plot Plan/Site Plan showing: \_\_\_\_\_ Address of property  
 \_\_\_\_\_ Legal description of the property  
 \_\_\_\_\_ Building setback lines
  
- 3) \_\_\_\_\_ Backflow Prevention Device registration report (If Applicable).

**The following items require separate permits:**

- \_\_\_\_\_ Signage Permit
- \_\_\_\_\_ Fencing/Screening Permit (\*Required for Swimming Pool Construction)
- \_\_\_\_\_ Demolition Permit (If Required)

