



Permit No. _____

City of Rosenberg RESIDENTIAL BUILDING PERMIT APPLICATION

2220 4th Street, Rosenberg, Texas 77471

Phone: 832-595-3500 | Fax: 832-595-3501 | Email: registration@rosenbergtx.gov

Inspection Request Line: 832-595-3401 - Before 5:30 pm will be next business day, after 5:30 pm will be two business days

Project Address: _____

Subdivision: _____ Lot: _____ Block: _____ Section Number: _____

Customer(s) Name: _____

Address: _____ City: _____ State/Zip: _____

Phone: _____ Fax: _____ E-mail: _____

Type of Work:

- | | |
|---|--|
| <input type="checkbox"/> New Residential – Total Sq. Footage: _____ | <input type="checkbox"/> Residential Remodel – Interior/Exterior |
| Total Heated/Cooled Sq. Footage: _____ | <input type="checkbox"/> Residential Addition – Sq. Footage: _____ |
| <input type="checkbox"/> Carport/Garage – Sq. Footage: _____ | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> Driveway | <input type="checkbox"/> Fencing (Over 7 ft. height) |
| <input type="checkbox"/> Sidewalk | <input type="checkbox"/> Re-Roof |
| <input type="checkbox"/> Storage Building (Larger than 200 sq. ft.) | <input type="checkbox"/> Foundation/Leveling |
| <input type="checkbox"/> Swimming Pool | <input type="checkbox"/> Other: _____ |

PLEASE NOTE NEW REQUIREMENT: ALL NEW RESIDENTIAL SUBMITTALS MUST SUBMIT PERMIT APPLICATION, PLANS, AND ASSOCIATED DOCUMENTATION FOR PERMIT REVIEW VIA EMAIL (IN PDF FORMAT) OR ONE HARD COPY ALONG WITH A USB/ CD CAN BE SUBMITTED IN PERSON OR BY MAIL.

Meter: For new/changed meter(s), impact fees will apply. See fee schedule attached for impact fees. Additional tap fees may apply.

Please indicate the following:

No. of new or changed meters: _____

Type: Domestic Irrigation Size: _____

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Description of Work: _____

Valuation of Project: \$ _____

Contractor Information:

***Must be registered with the City of Rosenberg**

Company Name: _____

Primary Contact(s): _____ E-mail: _____

Address: _____ City: _____ State/Zip: _____

Office Phone #: _____ Fax#: _____ Cell#: _____

Permit Review Check-Off List: Single Family Residence

Address: _____ Total Sq Footage: _____

Heated/Cooled Sq Footage: _____ Bedrooms _____ Bathrooms _____

Requirements Are:

- Permit application with total square footage; heated/cooled sq footage; valuation of project
- Plans comply with 2012 International Residential Code and local amendments
- Plans comply with 2011 National Electrical Code
- Site plan:
 - With all building lines & easements
 - Flood plain information: elevation certificate if within flood plain or flood way (to be reviewed on Form Survey submitted prior to framing inspection)
 - Finish floor to be noted on plan: 12" above TOC/18" above natural grade/12" above BFE which are even higher (to be reviewed on Form and Final Survey)
- Engineered or Architect (Building Designer) set of plans with plan elevation type and all options to be constructed marked
- copies of an engineered foundation plan (show lot and block) with wet seal on one copy
- Provide a plan:
 - Framing
 - Plumbing layout
 - Electrical layout
 - HVAC layout/Manual J
- Provide a plumbing riser diagram and a gas riser diagram
- Provide an electrical load analysis
- Provide a Res-check calculation report. (Energy rough-in & final inspection performed by a code certified inspector and provided with Certificate of Occupancy paperwork)
- Provide attic ventilation calculations
- Provide type of termite treatment
- Provide windstorm design for 110 MPH 3-second gust

PLEASE NOTE: SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, MECHANICAL, AND IRRIGATION. A PENALTY FEE EQUAL TO 3X'S THE PERMIT FEE WILL BE ASSESSED IF WORK IS STARTED WITHOUT A VALID PERMIT. APPROVED PERMIT BECOMES VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS.

City of Rosenberg

The City of Rosenberg must receive with your permit application, two (2) sets of detailed drawings of any new construction, alteration, or remodel project. A site plan is required with any new construction or addition. City setback requirements must be met. The City of Rosenberg codes are available online at www.municode.com (Click online library, Texas, and Rosenberg) or at www.rosenbergtx.gov.

**The City of Rosenberg has adopted 2012 International Residential Code and 2011 National Electrical Code
All building construction plans should adhere to these building codes.**

Insurance Requirements:

The City of Rosenberg general liability requirements for Building, Electrical, Plumbing, and Mechanical contractors is \$500,000. Should the insurance be terminated or expire, no inspections will be performed until valid insurance is received. This is a requirement for any permit that requires general liability insurance. The policy must show the City of Rosenberg as a certificate holder.

General Information:

- Permits will only be issued for lots on approved subdivision plat, on file with the Planning Department.
- The City of Rosenberg collects water and wastewater impact fees in certain areas.
- Have your structure designed to meet 110 MPH-3 second gust wind speed.
- Approved plans with City Approved stamp must be available on site for the Building Inspectors to view when necessary.
- Address must be visible from the street.
- Plan check fees are due upon submittal of information. All fees of building, water, sewer, and impact fees are payable upon final approval of the building permit
- Standard turn around for Plan Review is 10-15 Business Days, non-cumulative. Resubmittals are subject to the same timeframe.

**CITY OF ROSENBERG ACCEPTS CASH, CHECKS, AND MONEY ORDERS.
VISA AND MASTERCARD ARE ALSO ACCEPTED WITH A 3% SURCHARGE.**

I hereby certify I have read and examined this document and know the same to be true and correct. All provisions of law and ordinances governing this type of work will be complied with whether specified herein or not. I further understand that plans submitted for approval will be subjected to a comprehensive check against municipal ordinance and building code. Any set of plans that must be returned for modifications or corrections in order to come into compliance with ordinance or code will be subject to rechecking in order of submittal. **Under no circumstances will paid fees be refunded or transferred. Applications and plans will be held for 180 days. After 180 days this application and plans will be voided and disposed of unless a valid building permit is issued. All 3 pages must be filled out and submitted when applying for New Residential Permit.**

Signature of Owner or Authorized Agent

Date

FOR OFFICE USE ONLY	
PLAN CHECK FEE:	IMPACT FEE:
PERMIT FEE:	APPROVED BY: