

# CITY OF BROWNWOOD

## PERMIT APPLICATION

REV 29 NOV 07

### NOTICE

Separate permits are required for Site Clearing & Grading, Any Work in City Right of Way, Storm Water Pollution Prevention, Parking Lot, Placement of Concrete not used to Support Structures, Street Access, Signs, Demolition, Development within FEMA Flood Hazard Area, Electrical, Gas, Mechanical and Plumbing. **ADDITIONAL SUBMITTALS NOT LISTED HEREIN MAY BE REQUIRED FOR ISSUANCE OF PERMITS SPECIFIC TO INTENDED PROPERTY USE.**

Zoning District _____	Street Address: _____
Occupancy Use _____	Lot: _____ Block: _____ Addition: _____
Fire Zone Y/N _____	Project Description: _____
Construction Type _____	
Prior Land Use (If Known) _____	

A copy of the asbestos survey for the area(s) to be renovated/demolished has been included with this permit application. This survey has been done in accordance with the Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP). Commercial Projects Only TDLR # \_\_\_\_\_

Owner: Telephone(s) & E-Mail:	Address: _____	City: _____	State: _____	Zip Code: _____
Gen. Contractor: Telephone(s) & E-Mail:	Address: _____	City: _____	State: _____	Zip Code: _____
Architect: TX License #: Telephone(s) & E-Mail:	Address: _____	City: _____	State: _____	Zip Code: _____
Engineer: TX License #: Telephone(s) & E-Mail:	Address: _____	City: _____	State: _____	Zip Code: _____

Bldg. Height:	No of Stories/Ft.	Area (Sq Ft)	No. of Bldgs:	No. of Units:	Max. Span (ft)
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Setback Requirements: Front – 25 Feet; 15 Feet if zoned MH  
Street side - 15 Feet along side street; 25 Feet if a major thoroughfare  
Common side – 6 Feet for R-1; 5 Feet for R-1a, R-2, R-3, C-1, C-2, M-1, M-2; 7.5 Feet for MH  
Rear – 3 Feet; 10 Feet for MH  
Contact Code Enforcement Department (325-646-5331) for specific setback and parking requirements. The measurement of the setback requirement is from the property line (NOT BACK OF CURB OR STREET EDGE) to the furthest projection of any building or structure, existing or new.

Flood Hazard Area Location: Yes \_\_\_\_\_ No \_\_\_\_\_ If Yes, has Flood Development Permit been obtained? Yes \_\_\_\_\_ No \_\_\_\_\_  
Minimum FFE: \_\_\_\_\_ Proposed FFE: \_\_\_\_\_ Flood Zone: \_\_\_\_\_ FIRM Map Panel # \_\_\_\_\_  
A Certificate of FFE shall be submitted prior to the issuance of the Certificate of Occupancy.

Building Contractor: TX License #: (IF APPLICABLE)	Plumbing Contractor: TX License #:
HVAC Contractor: TX License #:	Electrical Contractor: TX License #:
Fire Systems Contractor: TX License #:	Irrigation Contractor: TX License #:

Special Conditions:
Foundation System:
Floor Finishes:
Interior Finish:
Exterior Finish:
Roof Finish:

**TOTAL PROJECT COST: \$** \_\_\_\_\_

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This application shall be accompanied by the following:

- Plat of subject property signed and sealed by a Registered Professional Land Surveyor when developing properties not previously platted and platted properties being sub-divided or combined.
- PROPERTY DEVELOPMENT SITE DRAWING prepared to scale or completely dimensioned depicting the items described in the SITE DRAWING GUIDE (PG 3). The scope of the SITE DRAWING should be appropriate to the developer's intended property use. In the case of demolition, the site drawing shall show the structure(s) to be demolished, size and location of remaining and planned structures.
- An energy compliance report.
- Commercial or multi-family applications must be accompanied by two (2) sets of plans, including a site drawing, with the seal of a licensed architect or engineer as required by law. One (1) week minimum is required to process the application for commercial or multi-family projects. However, the City reserves the right to require more time when necessary.
- Submit an additional set of plans and a flood development application for projects located in the floodplain.
- Plans and specifications required by law for issuance of specific permits.

Prior to the issuance of any permits, the City will coordinate with the general contractor to schedule a pre-construction meeting. The general contractor and sub-contractors will be expected to attend. The City will have the inspectors, fire marshal, engineers, utility, street, and sanitation departments present as is applicable.

### PERMIT ISSUANCE DOES NOT MODIFY ANY EXISTING TITLE RESTRICTION(S).

I hereby certify that I have examined and read this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any local, state or federal law regulating construction. Any person, firm, corporation, or agent thereof who violates or otherwise fails to comply with the City's Building, Fire, Electrical, Gas, Plumbing, or Mechanical Codes may be found guilty of a misdemeanor and assessed a fine of up to \$2,000.00 per day for each such violation.

OWNER OR AUTHORIZED AGENT

PRINTED NAME

SIGNATURE

DATE

#### HELPFUL REFERENCES

City of Brownwood Web Site

<http://www.ci.brownwood.tx.us>

City of Brownwood Code of Ordinances

<http://www.municode.com/Resources/OnlineLibrary.asp>

#### FOR CITY USE ONLY

Y	N	WORK TYPE	PERMIT TYPE	PERMIT NO.	DATE	COVERED ACTIVITY/COMMENTS
		SFHA DEVELOPMENT	FPA			
		SITE PREP	CONST			
		DEMOLITION	DEMO			
		BUILDING	BLDG			
		PLUMBING	PLMB			
		MECHANICAL	MECH			
		ELECTRICAL	ELECT			
		STREET ACCESS	CONST			
		PARKING LOT	CONST			
		SIGN	SIGN			
		PLATTING				
		DRAINAGE				
		GIS				

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### PROPERTY DEVELOPMENT SITE DRAWING GUIDE (APPLICANT MAY USE PAGE 4 OR ATTACH SEPARATE PAGE)

GENERAL		
	APPLICANT'S NAME	EXISTING STRUCTURES
	DATE OF DRAWING (CHANGED WHEN REVISED)	STRUCTURES TO BE DEMOLISHED
	PROPERTY ADDRESS / LOCATION	NEW STRUCTURES
	PREPARED TO SCALE OR DIMENSIONED	FINISHED FLOOR ELEVATIONS
	PROPERTY BOUNDARIES	EXISTING FENCE LINE(S) & HEIGHT(S)
	EASEMENT TYPE & BOUNDARIES	EXTERIOR LIGHTING PLAN
	ADJACENT STREETS & ALLEYS	ADA ACCESSIBILITY ROUTE(S) & GRADES
	SITE BENCH MARK & ELEVATION	SWIMMING POOL(S)
ZONING		
	SET BACK LINES	PROPOSED FENCE TYPE(S)
	PROPOSED FENCE LINE(S)	POOL UTILITY LINE CLEARANCES
	PROPOSED FENCE HEIGHT(S)	REQUIRED BUFFER FENCE(S)
	ADDRESSING	ADDRESS LOCATION ON BUILDING
SITE PREPARATION, CLEARING, GRADING		
	AREA OF DISTURBED SOILS	EXISTING GRADES
	CONSTRUCTION ENTRANCE(S) TYPE	FINAL GRADES
	CONST. ENTRANCE(S) LOCATION	DRAINAGE PLAN
	STORM WATER POLLUTION PREVENTION TYPE(S) & LOCATION	TCEQ PERMIT PER TXR 150000 FOR AREA GREATER THAN 1 ACRE
ACCESS TO PUBLIC RIGHT OF WAY (STREETS & ALLEYS)		
	CURB & GUTTER TYPE (STAND-UP/LAY-DOWN)	EXISTING TRAFFIC CONTROL (STOP SIGNS, YIELD SIGNS, SIGNAL LIGHTS)
	DRIVEWAY LOCATION(S)	CURB & GUTTER LOCATION
	DRIVEWAY TYPE(S) AND WIDTH(S)	ADA RAMPS AT DRIVEWAYS & CORNERS
	SIDEWALKS	
PARKING		
	SUB-GRADE PREPARATION	LIGHTING PLAN
	SURFACE TYPE & THICKNESS	REQUIRED ADA SPACES
	REQUIRED NUMBER OF SPACES	REQUIRED ADA CURB RAMPS
	PARKING SPACE ORIENTATION	REQUIRED ADA PARKING SIGNS
	PARKING SPACE SIZE	STRIPING PLAN
	TRAFFIC FLOW PATTERN	
UTILITIES		
	WATER METER LOCATION	UNDERGROUND UTILITIES
	SEWER CLEAN OUT LOCATION	PROXIMITY TO SWIMMING POOLS
	EXTERNAL MECHANICAL EQUIPMENT PAD(S)	SOLID WASTE CONTAINER LOCATION
	ELECTRIC SERVICE LOCATION	SEWER TAP ELEVATION
	TELEPHONE SERVICE LOCATIONS	
SIGNS		
	SIGN TYPE	SIGN LOCATION
	SIGN HEIGHT	
SPECIAL FLOOD HAZARD AREA		
	100 YEAR FLOOD PLAIN BOUNDARY	FLOODWAY BOUNDARY
	BASE FLOOD ELEVATION	FINISHED FLOOR ELEVATION

