



City of Tomball

BUILDING PERMIT APPLICATION

(Also Driveway, Pool, & Sign Application)

501 James St.
Tomball, TX 77375
Phone: 281-290-1402
Or 1403
Fax: 281-351-4735

PLEASE FILL OUT COMPLETELY TYPE OF WORK

JOB ADDRESS		SUBDIVISION		PERMIT NUMBER	
LEGAL DESCRIPTION	LOT NO.	BLOCK	TRACT		
OWNER	MAILING ADDRESS			PHONE	
ENGINEER	MAILING ADDRESS			PHONE	
CONTRACTOR	MAILING ADDRESS			PHONE	
ARCHITECT OR DESIGNER	MAILING ADDRESS			PHONE	
USE OF BUILDING ___ RESIDENTIAL ___ COMMERCIAL		FLOOD ZONE ___ YES ___ NO IF "YES" SLAB ELEVATION @ 1.5' ABOVE BFE			
CLASS OF WORK ___ NEW ___ ADDITION ___ REPAIR ___ ALTERATION ___ DEMOLISH ___ SIGN ___ OTHER					
DESCRIBE CONSTRUCTION WORK					
CITY COMMENTS					
TAS OR TDLR # (Texas Accessibility Standards) Required on Commercial Plans = or exceeding \$50,000: _____					
TRCC # (Texas Residential Construction Commission) Required on Residential Plans = or exceeding \$10,000: _____					
<p>Applicant needs to complete the following spaces. State "NA" to those sections that do not apply to the structure or work you are performing.</p>					
<p style="text-align: center;">NOTICE</p> <p>Separate permits are required for electrical, plumbing, heating, ventilation or air conditioning. This permit becomes null and void if work or construction authorized is not commenced within 6 months, or if construction or work is abandoned for a period of 6 months at any time after work is commenced. 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 other state or local law relating to construction, nor does it give authorization or approval to encroach on any easement or property or violate any deed restrictions. The City of Tomball shall never be liable for any damage or loss by reason of the issuance hereof. Each holder and other persons acting under authority of this permit are personally responsible for compliance with all the above provisions and assume the entire risks incidental to the work being permitted.</p> <p>I hereby certify that I have read and examined this application and know the same to be true and correct.</p>		TOTAL PROJECT VALUATION \$			
		TYPE OF CONSTRUCTION		NUMBER OF STORIES	
		TOTAL PAVING		PARKING REQUIRED	
		FIRE SPRINKLER ___ YES ___ NO		NO. OF DWELLING	
		TOTAL BUILDING AREA (SF)		LOT SIZE	
		OCCUPANT LOAD		OCCUPANCY CLASS	
		OFFICE USE ONLY			
		PERMIT FEE		\$	
PLAN CHECK FEE		\$			
SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT		DATE			
SIGNATURE OF BUILDING OFFICIAL		DATE			
SIGNATURE OF CITY ENGINEER (IF REQUIRED)		DATE			
DRAINAGE IMPACT FEE		\$			
WATER IMPACT FEE		\$			
SEWER IMPACT FEE		\$			
<p>PLEASE NOTE: THERE SHALL BE NO REFUND OF FEES .CONSTRUCTION DEBRIS WILL NOT BE COLLECTED WITH REGULAR TRASH SERVICE.ALL DUMPSTERS INCLUDING ROLL-OFFS MUST BE ORDERED FROM THE CITY OF TOMBALL ONLY.</p>					

NEW RESIDENTIAL HOUSEKEEPING BUILDING

- 101 Single-family houses, detached
- 103 Two-family buildings
- 104 Three and four family buildings
- 105 Five or more family buildings

NEW RESIDENTIAL NONHOUSEKEEPING BUILDING

- 213 Hotels, motels and tourist cabins for
Transient accommodations
- 214 Other nonhousekeeping shelter

ADDITIONS, ALTERATIONS AND CONVERSIONS

- 434 Residential (includes porches and pools)
- 437 Nonresidential and nonhousekeeping
- 438 Additions of residential garages
- 901T Detention ponds
- 936T Parking lots
- 941T Miscellaneous renovations

SIGNS

- 946t Signs

NEW RESIDENTIAL BUILDING

- 318 Amusement, social, and recreational
- 319 Churches and other religious
- 320 Industrial
- 321 Parking garages
- 322 Service stations and repair garages
- 323 Hospitals and institutional
- 324 Offices, banks and professional
- 325 Public works and utilities
- 326 Schools and other educational
- 327 Stores and customer services
- 328 Other nonresidential buildings
- 329 Structures other than buildings
- 916T Local government buildings

DRIVEWAYS

- 905T New Residential
- 906T New Commercial
- 907T Renovated Residential
- 908T Renovated Commercial

MATERIALS TO BE USED

FRAME	TYPE	WIDTH	THICKNESS
MASONRY	TYPE		
FENCE	TYPE	HEIGHT	GATE
SIGN	SIZE	PERMANENT	PORTABLE
OTHER			

Construction plans with the Engineer/Architect seal must be submitted for review for all permits issued by the City of Tomball. These plans must reflect all materials to be used and the exact dimensions of the project. Two (2) copies of all plans are required.

FIXTURE DESCRIPTION	GAS FIXTURES	ELEC FIXTURES		
AIR CONDITIONING _____ Tons	BTU	AMP	BUILDING	SQ. FT.
CENTRAL HEATING _____ Tons	BTU	AMP	GARAGE/CARPORT	SQ. FT.
WATER HEATER	BTU	AMP	PORCH	SQ. FT.
CLOTHES DRYER	BTU	AMP	SHED	SQ. FT.
SPA HEATER	BTU	AMP	OTHER	SQ. FT.
POOL HEATER	BTU	AMP	OTHER	SQ. FT.
STOVE	BTU	AMP		
OVEN	BTU	AMP		
FIREPLACE	BTU	AMP		
OTHER	BTU	AMP		
TOTAL	BTU	AMP		

BASIC UTILITY STRUCTURE

BASIC UTILITY DESCRIPTION	WATER	SEWER	GAS
Distance from meter to structure			
Meter or Line size to be used			
Minimum meter or line size required			

TAPS AND IMPACT FEES

FEES	WATER	SEWER	GAS
UTILITY TAP FEES	\$	\$	\$
CAPITAL RECOVERY FEE (IMPACT)	\$	\$	\$
ROW Bore under TXDOT (Ord. 90-02)	\$	\$	\$
TOTAL UTILITY FEES	\$	\$	\$

ALL UTILITIES ARE CONNECTED AT THE PROPERTY LINE. CORNER STAKE MUST BE POSTED WITH ADDRESS FOR TAPS.

**Should the utilities at the present time not be billed to the contractor at the address listed on the front of this form, please attach completed utility application. There is a \$100.00 deposit required for all contractors, which may be kept on file in the Utility Department, for your convenience. City of Tomball has a contractual agreement with Waste Management to provide all garbage, rubbish and trash collection, within the city limits. Please contact utility clerk. "RED TAGS" will have a re-inspection fee of \$25.00 and must be paid before the next inspection.

By signing the front of this form, I agree to follow the Code of Ordinances for the City of Tomball and any associated laws in the City of Tomball, Harris County and the State of Texas. A Certificate of Occupancy must be issued before moving into a Structure for which this permit is issued. PERMIT EXPIRES AFTER 180 DAYS. Building permits will include foundation permits. Separate foundation permits prior to building permits will not be allowed, except as determined by the Building Official.

IMPORTANT INFORMATION
FOR SUBMITTING BUILDING APPLICATIONS
TO THE CITY OF TOMBALL

Building Applications will not be accepted without complete information.

Planning and Zoning Approval?

Complete Permit Application

Physical Address must be submitted with application

Two complete sets of plans; floor plans, elevations; structural; foundation and electrical.

Survey/Plot Plan showing building setbacks

Energy Code Analysis of Plans

Contractor must provide Liability Insurance with a minimum bodily injury limit of \$100,000, \$300,000 per occurrence and a property damage limit of \$400,000 or a property damage limit equal to or exceeding the amount of the contract amount, whichever is greater. The City of Tomball must be listed as the Certificate Holder on the policy.

Commercial Plans – Every Builder will be required to provide verification of **TAS Registration Number (Texas Accessibility Standards)** or **TDLR Number (Texas Department of Licensing & Registration)** issued by the State of Texas if the job amount is **equal to or exceeding \$50,000.00**.

Residential Plans – Every Builder will be required to be registered with the **Texas Residential Construction Commission (TRCC)** and must present their registration number to the permit department to obtain a building permit including all new homes, remodels and additions to property **equal to or exceeding \$10,000.00**.