

BUILDING PERMIT CONDITIONS

These permit conditions are intended to highlight important building-related regulations. They **do not** represent a comprehensive list of building laws. For additional information, please refer to the appropriate City and County building ordinances.

GENERAL

1. The building permit shall be posted on the job site in public view, along with a list of standard and special permit conditions in English and Spanish.
2. After a permit has been issued, it shall be unlawful for any person to modify or alter any plans without the prior written approval of the Building Official.
3. Work under any City Permit shall begin within 6 months and **must be completed** within 12 months after the permit is issued, unless an extension is granted in writing by the Building Official.
4. A permit may be revoked by the Building Official if work has stopped for 30 days.
5. It is unlawful to continue work when a permit has been suspended or revoked or when a "Stop Work Order" has been issued.
6. The City may examine the work and the building as often as necessary and may order any change in the work necessary to comply with City Regulations.
7. The City must be notified 48 hours in advance of required building inspections.
8. Construction noise levels must conform to the City Ordinance, entitled Article 6: "Noise Control."

PRIVATE PROPERTY SITE MANAGEMENT

1. The building site shall be kept clear of all rubbish, including trash and construction-related debris.
2. The location and screening of all dumpster and portable sanitation facilities shall be approved by the City and noted on the site plan. No dumpsters or sanitation facilities shall be located in the public right-of-way.
3. Dumpsters may not be used as collection points for others construction sites or for discarding perishable waste.
4. Any required erosion and sediment control plan and/or tree protection plan must be maintained throughout the course of the permitted work.
5. Dust associated with demolition must be controlled by metered water spray. Dust associated with stone cutting must be controlled by a wet saw.
6. No commercial signs, except real estate signs, shall be posted on the site.

PUBLIC PROPERTY SITE MANAGEMENT

1. No person shall store or allow an accumulation of refuse, excavation or construction debris, or any construction materials on any public right-of-way including, but not limited to, streets, sidewalks, curbs, gutters, and grassy areas. Accumulation of mud or dirt must be removed from the public right-of-way daily. Public sidewalks must be kept passable at all times, unless otherwise approved by the City.
2. Unattended construction pits and trenches in the public right-of-way shall be clearly marked and covered.
3. Any repairs, alterations, modifications to or closure of any street or sidewalk that prohibits the free passage of vehicles or pedestrians shall be clearly marked with barricades, safety barriers, or both and may not exceed ten (10) days, unless specifically authorized, in writing, by the Director of Public Works.
4. No vehicles may be parked on City sidewalks, driveway aprons or on any area between the curb and/or gutter and sidewalk.
5. Construction vehicles must park on the building site or on the side of the street directly in front of the building site, whenever possible.
6. **NO** construction trailers or other equipment shall be parked or stored on City streets or in the City right-of-way between the hours of 10 pm and 6 am.

7. Public property site management shall be compliant with the American with Disabilities Act.

*ALL subcontractors shall register on their own, apply for permits on their own and call for any inspections on their own. General Contractors are NOT ALLOWED to register, apply for nor schedule permits for any trades

AFFIDAVIT

I have read the above requirements and am aware that not following them could lead to a "Stop Work Order," fines or revocation of my City Building Permit.

Applicant's Signature

Print Name

Date



CITY OF KINGSVILLE
Planning Department
Building Permit Application

Phone: (361) 595-8019 / email: tcavazos@cityofkingsville.com

DATE:	PERMIT#:	APPROVED BY:
JOB ADDRESS:		
OWNER'S NAME: LAST:	FIRST:	M:
MAILING ADDRESS:		PHONE NO:
CITY:	STATE:	ZIP CODE:
CONTRACTOR: *		PHONE #:
SIZE/TYPE OF WORK: Square Feet: _____ <input type="checkbox"/> New <input type="checkbox"/> Remodel		
DESCRIPTION OF WORK:		
VALUATION OF WORK: \$		PERMIT FEE: \$
<p>* All contractors <u>must</u> be registered with the City of Kingsville</p> <p>NOTICE</p> <p>SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, HEATING, VENTILATING OR AIR-CONDITIONING. ALL CONTRACTORS ARE RESPONSIBLE FOR DISPOSING OF THEIR OWN DEBRIS AT THE SANITARY LANDFILL ON CR 2130. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN SIX MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK HAS COMMENCED.</p>		
<p>_____ SIGNATURE DATE</p> <p>“HOMEOWNER” APPLICANTS ONLY: I HEREBY CERTIFY THAT I OWN AND AM NOW LIVING AT THE DWELLING FOR WHICH THIS PERMIT IS BEING ISSUED, AND THAT THE WORK IS BEING PERFORMED BY ME OR A MEMBER OF MY IMMEDIATE FAMILY. I UNDERSTAND THAT, FOR THE PURPOSES OF THIS APPLICATION, MY IMMEDIATE FAMILY IS LIMITED TO MY PARENT, CHILD OR CHILD’S SPOUSE.</p> <p align="center">INITIAL HERE _____ (sign Homeowner Permit Acknowledgement Form)</p>		

FOR OFFICE USE ONLY

CURRENT ZONING FOR LOCATION:	IS ZONING APPROPRIATE FOR USE REQUIRED: <input type="checkbox"/> Yes <input type="checkbox"/> No
SETBACK REQUIREMENTS VERIFIED: <input type="checkbox"/> Yes <input type="checkbox"/> No	ARE SETBACK REQUIREMENTS MET: <input type="checkbox"/> Yes <input type="checkbox"/> No
IS THE PROPERTY IN THE AICUZ/CCLUA**: <input type="checkbox"/> Yes <input type="checkbox"/> No	DOES IT COMPLY WITH THE AICUZ/CCLUA**: <input type="checkbox"/> Yes <input type="checkbox"/> No
PROPERTY EASEMENT VERIFIED: <input type="checkbox"/> Yes <input type="checkbox"/> No	DIMENSION OF EASEMENT:
AICUZ/CCLUA** DEED NOTIFICATION: <input type="checkbox"/> Yes <input type="checkbox"/> No	** CONTROLLED COMPATIBLE LAND USE AREA (JAZB)

This form available on our website: <https://www.cityofkingsville.com/departments/planning-and-development-services/>

Show NORTH arrow on (PLOT PLAN)

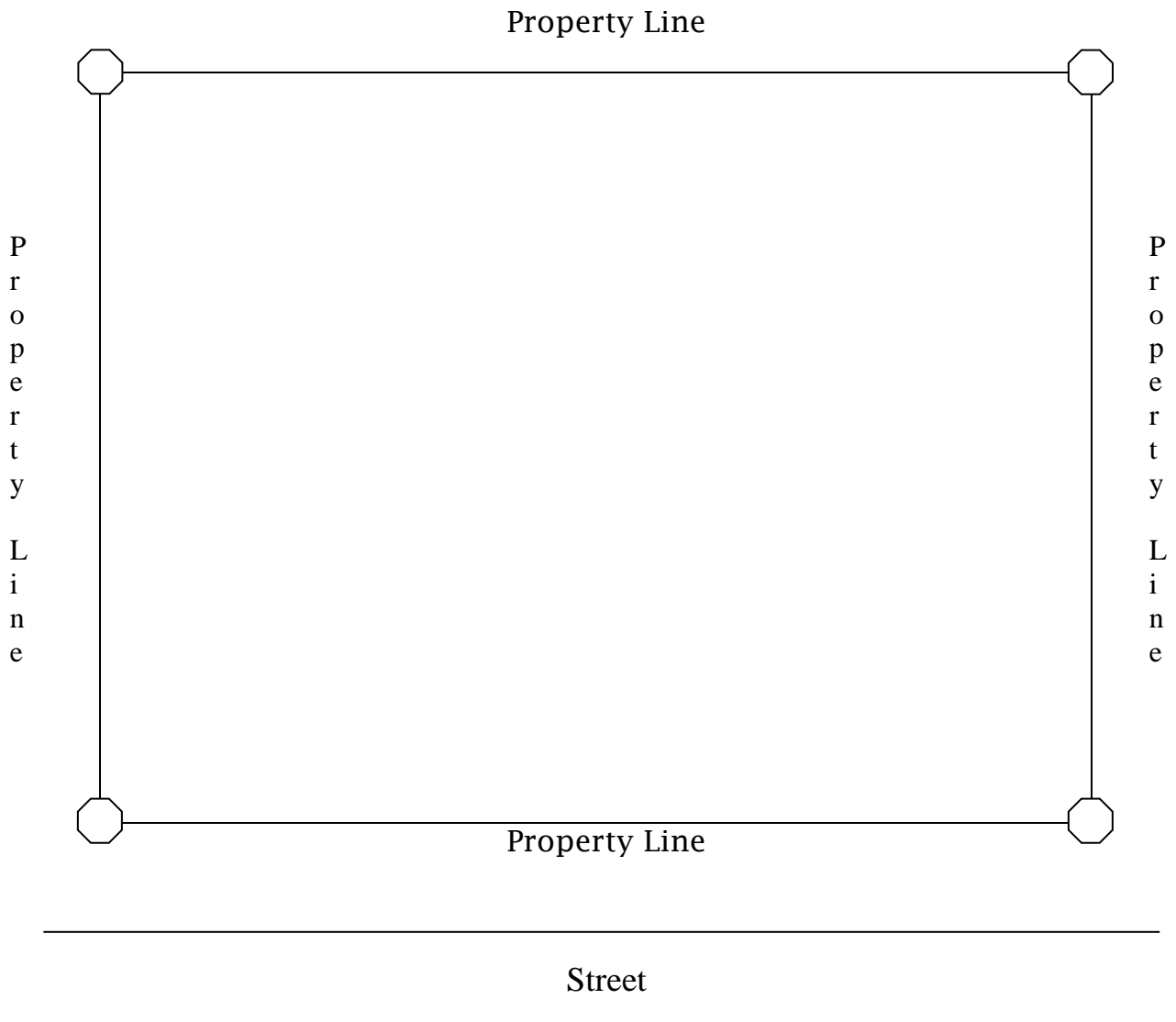
LOT SIZE:

1. Width of lot _____ (in ft/in) 2. Length of lot _____ (in ft/in)

BUILDING SETBACKS (see City of Kingsville Ordinance Chap XV, Art 6, App B, Section 1 or 2):

1. Front _____ 2. Right Side _____

3. Left Side _____ 4. Back _____



Materials and Construction Details

Part I: Type of Home (please specify) _____

Part II: Foundation

1. Type: Post Tension ___ Pier & Beam ___ Steel Reinforcement ___ Crawl Space ___
Other _____
2. Anchorage: Bolts ___ Straps ___ Other ___ _____

Part III: Open Framing

1. Floor framing: Specs: _____ Grade: _____ Size: _____ Spacing: _____
Span: Conventional ___ Other _____
2. Subfloor: Material: _____ Thickness: _____
Fastening: Nails ___ Other _____
Spacing of Fasteners: ___ On edges ___ Intermediate
3. Wall Framing: Load Bearing Walls: Size: _____ Spacing: _____
Non-Load Bearing Walls: Size: _____ Spacing: _____
All blocking, plates, lintels, headers and bracing _____ Wind Bracing: _____
4. Roof Framing: Trusses ___ Rafter Size: _____ Spacing: _____ Span: _____
Specs: _____ Grade: _____
Ceiling Joists: Size: _____ Span: _____ Specs: _____ Grade: _____

Part IV: Roofing & Flashing

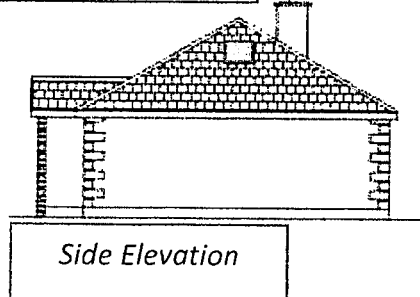
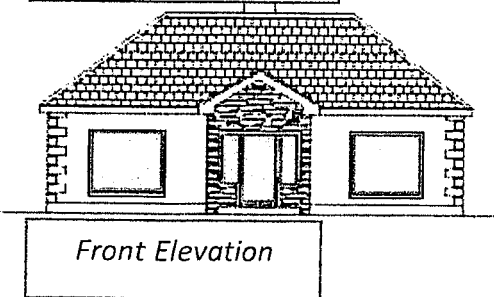
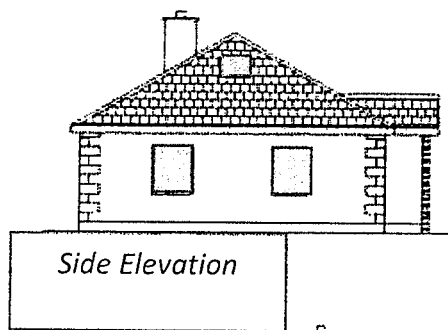
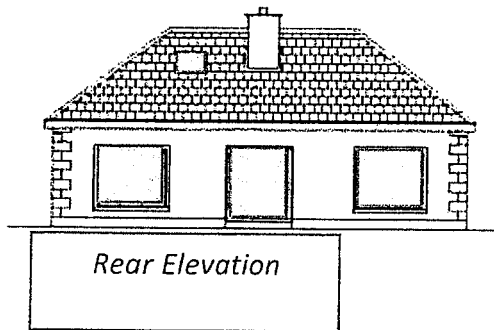
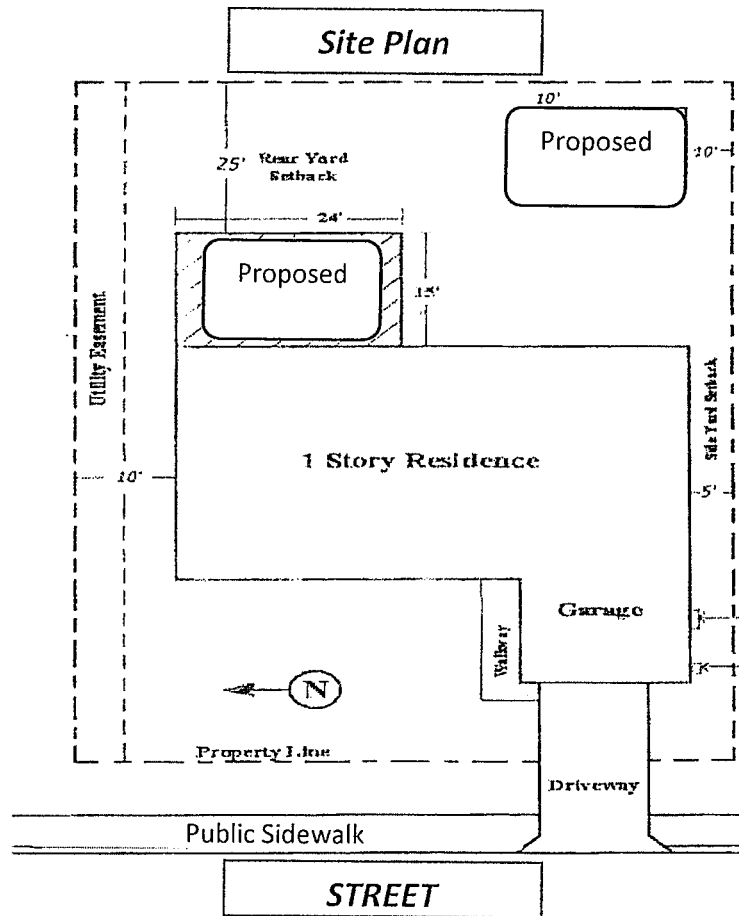
1. Roof Sheathing: Thickness: _____ Grade: _____
2. Attic Ventilation: Ridge & Soffit ___ Other _____
3. Flashing: at roof/wall changes ___ at chimneys ___ at doors & windows ___
at porches & thresholds ___ at roof penetration ___

Part V: Mechanical/Electrical/Plumbing

1. Electrical: Service Size : _____ Wire Size: _____ Service Location: _____
2. HVAC System: Heating type: _____ Location: _____
Central A/C? ___ Yes ___ No Ductwork: Type: _____ Location: _____
3. Plumbing: Water Distribution Material: _____ Vent Size: _____
Location: _____
Water: On-site Well ___ Public System ___
Waste Water: On-Site Septic ___ Public System ___

Comments _____

SAMPLE OF ACCEPTED DRAWINGS



GENERAL PERMIT INFORMATION

What is a permit? A permit is a written notice authorizing an owner or contractor to proceed with work (construction, repairs, etc.) after paying the permit fee.

Building Permit Process

Who needs a permit?

A permit is issued to an owner or a contractor which allows him/her to complete work in the City of Kingsville. All contractors **must be** registered with the City of Kingsville.

Homeowner's Permit

A homeowner may purchase a permit, with the exception of an electrical permit, mechanical permit and a plumbing permit, which must be purchased by a licensed contractor and the work completed by that contractor. When purchasing a homeowner's permit, the homeowner is certifying that they own and are now living at the dwelling for which the permit is being issued **and** that the work being performed is by the homeowner or their immediate family; he/she also also understands that for the purpose of the permit, "immediate family" is limited to his/her parents, child or child's spouse.

Type of Permits

The following permits are the most common. Please call 361-595-8019 to determine if your intended work requires a permit.

Building / Structure – additional square footage, relocating a structure, remodeling, repairing

Curb Cuts / Driveway – curb cuts for the creation of a driveway or a ramp, new driveways, etc.

Electrical – new square footage, repairs, change outs, etc.

Gas - repairs

Mechanical – new square feet, repairs, change outs, etc.

Meter Inspections- required for service connection (new, temporary, etc.)

Plumbing – new square feet, remodeling, repairs, etc.

Roofing - All repairs or re-roofs

REMEMBER TO GET YOUR PERMITS. IF YOU ARE CAUGHT WORKING WITHOUT A PERMIT, YOU WILL BE CHARGED \$150 + DOUBLE-FINED.

1. PROOF OF OWNERSHIP **MUST BE PROVIDED** BEFORE ANY PERMIT CAN BE ISSUED.
2. ALL PROPERTIES MUST BE A "LEGAL LOT" BEFORE A PERMIT CAN BE ISSUED.