



COMMUNITY
DEVELOPMENT

The Largest City Between San Antonio and Laredo

CITY OF PEARSALL

A Business-Friendly, Family-Oriented Community

Building Department
Application Information

(Please read all questions or application form)

1. If the items and information required and requested on the Building Permit and Examination application form are not provided, **NO ACTION** shall be taken on any application for Building Permit or any other application form issued by the Building Department.
2. If an application is turned into the Building Department and all applicable fees, charges, and expenses have not been paid in full, **NO ACTION** shall be taken on any application or appeal, and no permits will be issued.
3. All payments or fees, charges, and expenses are to be paid in full at the time the application is turned into the Department for examination. All fees, charges, and expenses are “**NON- REFUNDABLE**”.
4. The Department Personnel does not have the time and will not fill-in the information on the application that is the applicant’s responsibility.
5. Information as per lot, addition and address can be found on your “**TAX RECEIPT**”.
6. The Zoning Districts are as follows:

R-1 Single and Two Family Dwelling District
R-2 Multi-Family Dwelling District
R-3 Manufactured Housing District
C-1 Commercial Office & Professional District
C-2 Neighborhood Business District
C-3 General Business District
M-1 Light Industrial District
M-2 Heavy Industrial District
A-O Agricultural & Open Space District

Home Builder's Inspection

Inspection fees are \$25.00 per inspection Home Building requires 7 inspections

1. Examination of plans, specifications and Plat Plan \$25.00

Plumbing Department

2. Rough in plumbing inspection. To be made after all drain, water and vent piping and fittings below grade are installed and water filled. This inspection is required before covering or back fill is done. One (1) extra inspection will be required for the sewer and water tap connections. \$25.00 + tap connection= \$50.00

3. Foundation Inspection made after trenches are excavated, forms erected, copper lines installed for water, electric slab, poly vapor barrier and all steel installed. All steel must be blocked up in beams and on mats. All copper water lines in the slab must be in a black PVC sleeve. There must not be any copper exposed. \$25.00

4. Framing Inspection will be made after the roof decking and felt paper is installed. All framing completed, fire blocking and bracing in place, all electrical wiring installed, all copper sweated and vents topped out, and tubs set, all A/C ducts and any other piping and vents necessary. DO NOT insulate or sheetrock until after an inspection of the mentioned items above has been made. \$25.00

5. Walks and driveways inspection: Inspections on all walks and driveways must have trenches and forms erected, must have reinforcement of wire mesh 10 or 6 gauge or steel, depending on the soil, any curbs must also be inspected before any pouring of concrete. \$25.00

6. Final Inspection will be made after the structure or building is completed and ready for occupancy. \$25.00

Certificate of Occupancy Fee:

- (a) Application Fee is \$15.00
- (b) Inspection Fee is \$25.00
- (c) Issuing Certificate of Occupancy is \$35.00

Total Certificate of Occupancy Fee is \$75.00 (depending on times Inspected)



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Building Department

APPLICATION FOR PLAN EXAMINATION AND BUILDING PERMIT

Submit this application with Three (3) sets each: Plot Plans, Building Plans, and Specification

PAYMENT IN FULL OF FEES, CHARGES, AND EXPENSES

Until all applicable fees, charges, and expenses have been paid in full; no action shall be taken on any application or appeal herein, NON-REFUNDABLE

**Pleas allow approximately Five (5) working days for determination. (830) 334- 5753 or (830) 334-5754

Date: _____
Name of Applicant(s): _____
Address: _____
City: _____ State: _____ Zip: _____
Phone (Home): _____ (Work): _____

LOCATION OF PROPERTY OR BUILDING WHERE WORK WILL BE DONE:

Location (Address): _____
Zoning District: _____
Addition: _____ Lot(s): _____ Block: _____
Lot Size: _____ Subdivision: _____
Acre(s): _____ Survey: _____ Abst: _____

RECORDING INFORMATION:

VOL: _____ PAGE: _____ DEED RECORDS: _____

OWNERSHIP:

_____ Private (Individual, Corporation, Nonprofit, Institution, etc.)
_____ Public (Federal, State, Local Government)

COST:

Cost of Improvement.....\$ _____
Improvements to be installed not included in above cost
Electrical.....\$ _____
Plumbing.....\$ _____
Heating & Air Conditioning.....\$ _____
Central Air (Yes, No).....\$ _____
Central Heat (Yes, No).....\$ _____
Other (Elevators, etc.).....\$ _____
Total Cost of Improvement.....\$ _____

Type of Improvement

- _____ New Building Size_____
- _____ Residential Building _____ Commercial Building
- _____ Wood Frame Foundation and Wood Frame Building
- _____ Concrete Foundation and Wood Frame Building
- _____ Concrete Foundation and Brick or Block Building
- _____ Concrete Foundation and Metal Building
- _____ Other Material

Comments:

Addition (If Residential, enter number of new housing units added.)

- _____ Rooms Added Size_____
- _____ Wood Frame Foundation and Wood Frame Addition
- _____ Concrete Foundation and Wood Frame Addition
- _____ Concrete Foundation and Brick or Block Addition
- _____ Concrete Foundation and Metal Addition
- _____ Other

Comments:

Type of Improvement

Alteration: _____ Residential Building _____ Commercial Building
 Repair/Replacement _____ Residential Building _____ Commercial Building

Major Renovation:

- _____ Repairing _____ Replacing
- _____ Doors
- _____ Windows
- _____ Floors
- _____ Exterior Walls
- _____ Siding
- _____ Placing New Siding
- _____ Remodeling Bathroom
- _____ Remodeling Kitchen
- _____ Leveling and Supporting Foundation
- _____ Renovation of Foundation
- _____ Other

Comments:

New Commercial/ Housing Building(s) Size _____ Sq. ft. _____
_____ Hotels, Motels, and Tourists Cabins Intended for Transient Accommodations
_____ Apartment, Ten (10) Units or Less, Ten (10) Units or More
_____ Wood Frame Foundation and Wood Frame Structure(s)
_____ Concrete Foundation and Wood Frame Structure(s)
_____ Concrete Foundation and Brick or Block Structure(s)
_____ Concrete Foundation and Metal Frame Structure(s)
_____ Other

Comments:

New Non-Residential Building(s) Size _____ Sq. ft. _____
_____ Office, Bank, and Other Professional Building(s)
_____ Services (Gas) Stations/ Dry Good Store
_____ Repair Garage(s)
_____ Stores and Other Mercantile Building(s)
_____ Churches and Other Religious Building(s)
_____ School and Other Educational Building(s)
_____ Amusement and Recreational Building(s)
_____ Industrial Building(s)
_____ Hospital and Other Institutional Building(s)
_____ Other Non Residential Building(s)
_____ Wood Frame Foundation and Wood Frame Structure(s)
_____ Concrete Foundation and Wood Frame Structure(s)
_____ Concrete Foundation and Brick or Block Structure(s)
_____ Concrete Foundation and Metal Frame Structure (s)
_____ Other

Comments:

TYPE OF IMPROVEMENT

DEMOLITION or DEMOLISHING of STRUCTURE(S)

- _____ Residential Structure(s) _____ Commercial Structure(s)
- _____ One Family Building
- _____ Two Family or Duplex Building(s)
- _____ Three & Four Family Apartment Building(s)
- _____ Other Building and Structure(s)

NOTE:

COMMERCIAL BUILDING OWNERS AND CONTRACTORS ARE RESPONSIBLE FOR OBTAINING A LICENSED INSPECTOR TO COMPLETE A THROUGH “ASBESTOS SURVEY”. SUCH DOCUMENTATION MUST BE SUBMITTED TO THE CITY FOR RECORD BEFORE A DEMOLISHION PERMIT WILL BE ISSUED, (HOMES AND APARTMENTS WITH FEWER THAN FOUR (4) UNITS ARE EXCLUDED FROM THESE REQUIREMENTS, UNLESS THEY ARE PART OF A LARGER PROJECT).

TYPE OF IMPROVEMENT MOVIN OR RELOCATION

- _____ Moving or Relocation of Any Structure(s)
- _____ Moving or Relocating Building or Structure Into or Inside City Limits
- _____ Moving or Relocating Building or Structure Outside City Limits

NOTE:

PROPERTY OWNERS AND CONTRACTORS MUST OBTAIN A BUILDING PERMIT BEFORE MOVING OR RELOCATING ANY BUILDING STRURTURE ONTO ANY PROPERTY ANYWHERE INSIDE THE CITY LIMITS OF THE CITY OF PEARSALL, OR MOVING OR RELOCATING ANY BUILDING OR STRUCTURE OUTSIDE THE CITY LIMITS. PROPERTY OWNERS AND CONCTACTORS ARE RESPONSIBLE FOR OBTAINING ALL INFORMATION TO ENSURE COMPLIANCE WITH ALL CITY OF PEARSALL ORDINANCES AND DISTRICT SETBACK REGULATIONS BEFORE MOVING OR RELOCATING ANY STRUCTURE ONTO A PROPERTY ANYWHERE INSIDE THE CITY LIMITS OF THE CITY OF PEARSALL.

TYPE OF IMPROVEMENT

MISCELLANEOUS STRUCTURES

- _____ Foundation
- _____ Slab
- _____ Fence
- _____ Car Port
- _____ Patio
- _____ Sidewalk

- _____ Driveway
- _____ Deck
- _____ Swimming Pool
- _____ Parking Lot
- _____ Other

Comments:

| AREA IN USE | DIMENSIONS | ROOMS | BATHROOM |
|------------------------------------|-----------------|----------------------|---------------|
| First Story _____ | | | |
| Second Story _____ | | | |
| Total Sq. Ft. In Living Area _____ | | Fireplace _____ | |
| Attached Garage | () and Storage | () Dim _____ | Sq. Ft. _____ |
| Separate Garage | () and Storage | () Dim _____ | Sq. Ft. _____ |
| Carport | () Washroom | () Dim _____ | Sq. Ft. _____ |
| Foundation _____ | Roof _____ | Floors _____ | |
| Exterior Walls _____ | | Interior Walls _____ | |

Comments: _____

Identification- To Be Completed By All Applicants.

| Name | Address | Phone |
|------------------------------|---------|-------|
| 1. Owner or Lessee _____ | | |
| 2. Contractor _____ | | |
| 3. Architect/ Engineer _____ | | |
| 4. Electrician _____ | | |
| 5. Plumber _____ | | |
| 6. Heating and A/C _____ | | |

Comments:

NOTICE

Separate permits are required for Electrical, Plumbing, Heating, Ventilating or Air Condition. This permit becomes null and void if work and construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period or six (6) months at any time after work is commenced.

NOTICE

THE CITY OF PEARSALL UTILIZES THE REFUSE DISPOSAL SERVICES OF A C I. ANY REFUSE DISPOSAL FROM ANY BUILDING PROJECT, INCLUDING DEMOLITION (S), WHICH ARE NEEDED; CUSTOMERS ARE TO CONTACT AN A C I REPRESENTATIVE AT: (210) 404-1220 OR CALL TOLL-FREE 1-800-322-5085. NO OTHER REFUSE DISPOSAL BINS ARE PERMITTED WITHIN THE CORPORATE LIMITS OF PEARSALL OTHER THAN A C I.

I hereby certified that I have read and examined this application and know the same to be true and correct, provisions of the uniform building code as well as all 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 laws regulating construction or the performance of construction.

Signature of Applicant

Date

SCHEDULE OF FEES REVISED
APPROVAL BY CITY COUNCIL AUGUST 30, 2004
EFFECTIVE DATE OCTOBER 1, 2004

RESIDENTIAL FEES

| | |
|--|-----------------------|
| (A) Application Fee (AF) | \$15.00 |
| (B) BUILDING PERMIT: Type of Improvement | |
| I New Building (Construction) | \$100.00 + \$15.00 AF |
| II Addition/Alteration | \$ 50.00 + \$15.00 AF |
| III Remodeling (Repair/Replacement) | \$ 30.00 + \$15.00 AF |
| IV Demolition-Residential | \$ 25.00 + \$15.00 AF |
| V Moving (Relocation) | \$ 50.00 + \$15.00 AF |
| VI Foundation/Slab (Miscellaneous) | \$ 25.00 + \$15.00 AF |

CERTIFICATE OF OCCUPANCY PERMIT

(Application Fee + Inspection Fee + Certificate Fee)

| | |
|---------------------|--------------------------|
| I Application Fee | \$15.00 |
| II Inspection Fee | \$25.00 (Per Inspection) |
| III Certificate Fee | \$35.00 |

COMMERCIAL FEES

(A) Application Fee (Based on Acreage)

| | |
|------------------------------|-----------|
| I 1.0 Acre or Less | \$450.00 |
| II 1.01 Acres to 5.0 Acres | \$600.00 |
| III 5.01 Acres to 10.0 Acres | \$750.00 |
| IV 10.01 Acres to 25.0 Acres | \$900.00 |
| V 25.0 Acres or Greater | \$1050.00 |

(B) BUILDING PERMIT: Type of Improvement

| | |
|-------------------------------------|-------------------------------|
| I New Building (Construction) | \$100.00 + .15sf + \$15.00 AF |
| II Addition/Alteration | \$ 80.00 + .15sf + \$15.00 AF |
| III Remodeling (Repair/Replacement) | \$ 50.00 + .15sf + \$15.00 AF |
| IV Demolition-Commercial | \$50.00 + \$15.00 AF |
| V Moving (Relocation) | \$50.00 + \$15.00 AF |
| VI Miscellaneous | \$50.00 + \$15.00 AF |