



**RESIDENTIAL NEW CONSTRUCTION PERMIT APPLICATION**

Permits are required by contractors on any project costing \$500.00 or more.  
 Permits are required by homeowners on any project that involves structural changes and or cost \$1,500.00 or more.

**DATE OF APPLICATION:** \_\_\_\_\_

*Please Print or Type*

**I. JOB INFORMATION:**

Owner's Name \_\_\_\_\_ Address(es) for Proposed Job \_\_\_\_\_ Block & Lot Number \_\_\_\_\_ Subdivision \_\_\_\_\_

Zoned \_\_\_\_\_ Current Land Use \_\_\_\_\_ Proposed Land Use \_\_\_\_\_ Value of Work (labor & materials) \_\_\_\_\_

Type of Work: [ ] New Residential [ ] Addition [ ] Exterior Alterations [ ] Fence [ ] General Repairs  
 [ ] Roof Repair [ ] Interior Alterations [ ] Driveway [ ] Other \_\_\_\_\_

\_\_\_\_\_ No. of Bldgs. \_\_\_\_\_ No. of Units \_\_\_\_\_ No. of Floors

Setbacks: Front Yd. \_\_\_\_\_ Ft. Rear Yd. \_\_\_\_\_ Ft. Side Yd. \_\_\_\_\_ Ft. Side Yd. \_\_\_\_\_ Ft.

Lot Size: Front Yd. \_\_\_\_\_ Ft. Rear Yd. \_\_\_\_\_ Ft. Side Yd. \_\_\_\_\_ Ft. Side Yd. \_\_\_\_\_ Ft.

Square Footage: 1<sup>st</sup> Floor \_\_\_\_\_ Sq. Ft. 2<sup>nd</sup> Floor \_\_\_\_\_ Sq. Ft. 3<sup>rd</sup> Floor \_\_\_\_\_ Sq. Ft.  
 Garage \_\_\_\_\_ Sq. Ft. Patio \_\_\_\_\_ Sq. Ft. Porches \_\_\_\_\_ Sq. Ft.

Describe the proposed work: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**II. IMPACT FEES FOR ROADWAY FACILITIES: (See Ordinance 08-09 Section 26-18 for Waivers and Exemptions)**

Number of dwelling units to be constructed \_\_\_\_\_ Service area of construction (see attached map – Exhibit 1) \_\_\_\_\_

(Rates by service area; Area 1 = Single Family = \$ 859.00  
 Area 2 = Single Family = \$1,255.00  
 Area 3 = \$0.00

To calculate fee, multiply number of dwelling units by total service units by service area rate as depicted in Exhibits 1 & 2 (attached).

**Total Impact Fees: \$** \_\_\_\_\_

**III. IMPACT FEES FOR PARK DEVELOPMENT: (See Ordinance 09-03 for Waivers and Exemptions)**

Number of dwelling units to be constructed \_\_\_\_\_

Rate per dwelling unit \$386.02

To calculate total impact fee owed, multiply number of dwelling units by \$386.02.

If the building valuation on the building permit is **less than \$100,000.00** for a new dwelling unit, the Park Development fee is \$100.00.

**Total Impact Fees: \$** \_\_\_\_\_

**IV. APPLICANT INFORMATION:**

APPLICATION STATUS (Check One):             Owner             Tenant             Contractor

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Alternative Telephone

**V. CONTRACTORS - ARCHITECT - ENGINEER INFORMATION:**

\_\_\_\_\_  
General Contractor            \_\_\_\_\_  
Mailing Address            Telephone            Alternate Telephone

\_\_\_\_\_  
Electrician            \_\_\_\_\_  
Mailing Address            Telephone            Alternate Telephone

\_\_\_\_\_  
Plumber            \_\_\_\_\_  
Mailing Address            Telephone            Alternate Telephone

\_\_\_\_\_  
Mechanical            \_\_\_\_\_  
Mailing Address            Telephone            Alternate Telephone

\_\_\_\_\_  
Architect            \_\_\_\_\_  
Mailing Address            Telephone            Alternate Telephone

\_\_\_\_\_  
Engineer            \_\_\_\_\_  
Mailing Address            Telephone            Alternate Telephone

**VI. APPLICABLE FEES**

Permit Fee - Based on cost of project     Dune Permit \$350.00 + actual engineering cost     No Dune Permit Required \$350.00 + actual engineering cost

\$25.00 Residential Plan Review Fee     \$85.00 Beach Front Construction Certificate



Please submit these items to the Building Department **BEFORE** requesting any permit for new construction:

- \_\_\_\_\_ Nueces County Water Application and Agreement, stamped "paid"
- \_\_\_\_\_ \*Elevation Certificate
- \_\_\_\_\_ TX. Dept. of Ins. Form WPI-2 or WPI-2D or letter from licensed professional engineer, stating design compliance and/or responsibility for inspections; OR TX. Dept. of Insurance Form WPI-1 from owner or builder.
- \_\_\_\_\_ Three (3) completed sets of plans and specifications, to include: **\*One (1) set of plans must be stamped by State appointed registered engineer.**
  - \_\_\_\_\_ A. Site plan with setbacks, lot lines, existing buildings, new structure dimensioned, FEMA Flood Zone
  - \_\_\_\_\_ B. Foundation Plan
  - \_\_\_\_\_ C. Electrical Plan
  - \_\_\_\_\_ D. Plumbing Plan
  - \_\_\_\_\_ E. Energy Conservation Plan *Enforced 9-1-02*  
[www.energycodes.gov](http://www.energycodes.gov) COMCheck
  - \_\_\_\_\_ F. Wall & Roof Framing Plan
  - \_\_\_\_\_ G. Elevations
  - \_\_\_\_\_ H. Floor Plan

Plan review is required before issuance of a building permit, and will not begin until **ALL** of the above items are submitted. **Incomplete packets** will not be accepted. Other information may be also requested by the Building Department and may be required before plan review commences or permits are issued. One (1) set of plans, with the inspector's notes, will be returned to the builder and will be kept on the building site at all times. Note: A letter from a licensed Texas surveyor verifying windstorm inspections or inspection tags, and a finished floor elevation certificate will be required before issuance of a Certificate of Occupancy.

Construct per International Residential Code(s) 2006 and City of Port Aransas Building Codes. Structure **MUST** be engineered by State appointed engineer OR inspected by Texas State Department of Insurance, Windstorm Division.

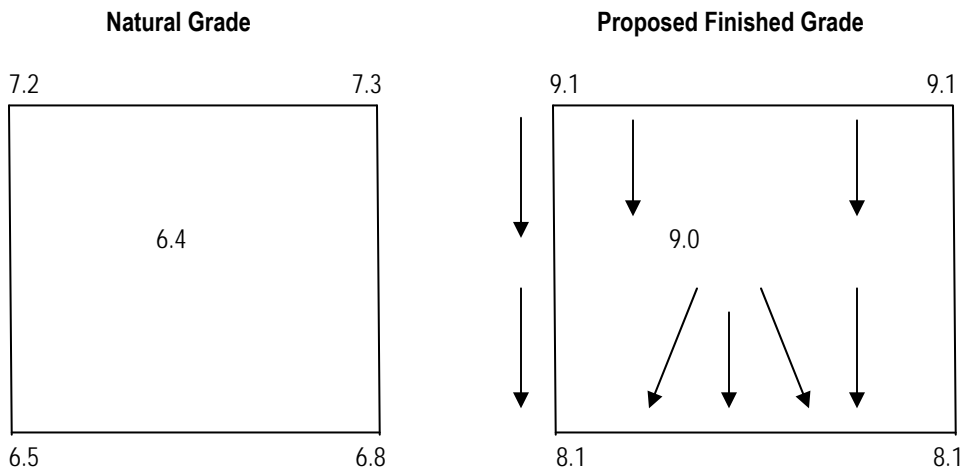


## Residential Drainage Plan Requirements

For all residential property construction or expansion that raises the natural grade more than one (1) foot, a drainage plan is to be included in the plan submission. The plan must include as a minimum the following information:

1. A site plan showing center and each corner elevation at **natural grade**.
2. A site plan showing center and each corner elevation of **proposed finished grade with fill**.
3. Arrows depicting flow of drainage off the property.

Example



Building Official: \_\_\_\_\_

Approved:  Denied:

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_