



City of Stafford

2610 South Main
Office Number (281) 261-3940

Stafford, Texas 77477
Fax Number (281) 261-3939

Building Permit Application

Site Address:									
1. Legal Description:	Lot Number:	Block:			Subdivision:				
2. Owner Name		Mailing Address:			Phone Number:				
3. Contractor Name:		Mailing Address			Phone Number:				
4. Architect or Designer:		Mailing Address			Phone Number:				
5. Engineer:		Mailing Address			Phone Number:				
6. Use of Building:	Residential	Commercial Building	Lease Space	Swimming Pool	Driveway/Flatwork				
7. Class of Work:	Site Work Only	New	Addition	Alterations	Repair	Demo	Move		
8. Flood Zone: Yes No Slab Elevation: _____ SLAB: Lowest floor of the structure in flood prone areas shall be certified by a registered engineer or registered public surveyor to be twelve (12) inches above the base flood elevation. A Certificate of Elevation is to be submitted after the Slab is poured.				9. Type of Roof:					
				Building Height :					
10. Water or Sewer Service Required Yes No Arrangements must be made with WC&ID #2 for water supply and sewage disposal. Where these services are not available, they must be provided for. Phone 281-499-1031.				11. A. Type of Construction:					
				B. Occupancy Group:					
12. Scope of Work:									
13. Name of Business:		14. Type of Business:		15. Valuation of Work Total construction cost of labor and materials					
16. Total Square Feet:		Number of Stories:		Number of Rooms:					
<p>I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED 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 OTHER STATE OR LOCAL LAW RELATING TO CONSTRUCTION OR PERFORMANCE OF CONSTRUCTION.</p> <p>SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, HEATING, VENTILATION, AIR CONDITIONING, FIRE ALARM OR FIRE SPRINKLER. 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.</p>				OFFICE USE ONLY					
				Accepted By:		Date In	Date Out		
				Plan Reviewer:		Date In	Date Out		
				Public Works		Date In	Date Out		
				Health Inspector:		Date In	Date Out		
				Fire Marshal:		Date In	Date Out		
				Zoning District		Approved By:	Date:		
				Permit Fee		\$ _____			
				Plan Check Fee		\$ _____			
				Certificate of Occupancy Fee		\$ _____			
Issuance Fee		\$ _____							
Total Fees									
Signature of Contractor or Authorized Agent _____ Date _____									
Printed Name _____ Phone _____									

ALL CONSTRUCTION MUST FILL OUT CHECKLIST ON BACK

CONSTRUCTION CHECKLIST

If the project exceeds \$50,000.00 in construction costs, registration with the TDLR, Architectural Barriers is required. If you have registered, enter the project number _____, if not contact TDLR at (512) 463-6599 or (800) 803-9202.

CONSTRUCTION REQUIREMENTS

1. Two complete sets of plans, except residential?	Yes	No
2. Is the site platted?	Yes	No
3. Is the site sub-divided?	Yes	No
4. Are utilities available?	Yes	No
5. Is "Off Street Parking" plan provided?	Yes	No
6. Is landscaping plan provided?	Yes	No
7. Are required public walks provided?	Yes	No
8. Are engineered plans signed?	Yes	No
9. Have all applicable drainage fees been paid?	Yes	No
10. Is WC&ID MUD #2 approval provided?	Yes	No
11. Will a grease trap be required?	Yes	No
12. Has this project been designed per the International Energy Conservation Code?	Yes	No
13. Has a SWPPP been provided?	Yes	No
14. Have you received a Storm Sewer Educational Video from City of Stafford?	Yes	No

TECHNICAL REQUIREMENTS

1. Are architectural plans provided?	Yes	No
2. Is site plan provided?	Yes	No
3. Is foundation plan provided?	Yes	No
4. Is electrical diagram provided?	Yes	No
5. Is load analysis provided?	Yes	No
6. Is HVAC diagram provided?	Yes	No
7. Is plumbing riser plan provided?	Yes	No
8. Is framing plan provided?	Yes	No
9. Are technical specs provided?	Yes	No

B101 PERMIT FEES

*\$1.00 to \$50,000.00	\$50.00 for the first \$1000.00 plus \$6.00 for each additional \$1000.00
*\$50,001.00 to \$100,000.00	\$300.00 for the first \$50,000.00 plus \$5.00 for each additional \$1000.00
*\$100,001.00 to \$500,000.00	\$500.00 for the first \$100,000.00 plus \$4.00 for each additional \$1000.00
*\$500,001.00 and up	\$2000.00 for the first \$500,000.00 plus \$3.00 for each additional \$1000.00
	*Based on valuation of project (valuation= total construction cost of labor and materials)

B103 DEMOLITION FEE

For the Demolition of any building structures, the fee shall be:

First Story	\$75.00
Each Additional Story	\$25.00

PLAN CHECKING FEES

B104 PENALTIES

Where work for which a permit is required by this code is started or proceeded prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of this Code in execution of the work nor from any other penalties described herein

When the valuation of the proposed construction exceeds \$1,000.00 and a plan is required to be submitted by 103.2, a plan-checking fee shall be paid to the Building Official at the time of submitting plans and specifications for review. Said plan-checking fee shall be equal to one-half of the building permit fee as set forth in 103.7.4 Such plan checking fee is in addition to the building fee.