



CITY OF SULPHUR SPRINGS PERMIT APPLICATION  
 COMMUNITY DEVELOPMENT DEPARTMENT  
 PHONE: 903-885-7541, EXT 732 FAX: 903-439-2092

**BUILDING/DEMOLITION PERMIT APPLICATION**

Project Address: \_\_\_\_\_

If the structure is over 40', is it within five (5) miles of the Airport?  Yes  No

Is the project address in the Downtown Revitalization District?  Yes  No If yes, additional paperwork is required

Owner of Property	Mailing Address	City	St.	Zip	Phone #

Description of Work to be Done:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Describe the Specific Use of this Address:  Residence  Business  Other \_\_\_\_\_  
 Is this space currently:  Vacant  Occupied

Square Footage  
 Floor Space in Garage Areas \_\_\_\_\_ sq. ft. Floor Space in New Addition \_\_\_\_\_ sq. ft.  
 Floor Space in Living Area \_\_\_\_\_ sq. ft. Floor Space of Covered Areas \_\_\_\_\_ sq. ft.  
 Total Enclosed Area \_\_\_\_\_ sq. ft.

Total Value of Work included in this Permit \$ \_\_\_\_\_

**FOR PUBLIC OR COMMERCIAL BUILDINGS** – I hereby certify that an asbestos survey has been done in accordance with the Texas Asbestos Health Protection Rules (TAHPR) and the National Emissions Standards for Hazardous Air Pollutants (NESHAP) for the area(s) being renovated and/or demolished.  
 Yes  No

Applicant's Name (Please Print)	Company Title	Email

Company	Mailing Address	City	St.	Zip	Phone #

Applicant's Signature \_\_\_\_\_

Providing false information on a government document is considered a Class A misdemeanor under Section 37.10 of the Texas Penal Code. Upon conviction, this offense carries a penalty of a fine of up to \$4,000 and possible confinement in jail for up to one year. If you pull a permit YOU are responsible for the job. No qualifying permits. The granting of a permit does not resume to give authority to violate or cancel the provisions of any state or local law regulating construction. This permit becomes null and void if the authorized work or construction is not commenced, is suspended or abandoned after work is commenced, or if no inspections are obtained within a six month period. All permits require final inspections. I agree to abide by all laws and ordinances governing this type of work whether herein specified or not and hereby certify that I have read and examined this application and know the same to be true and correct.



### **Items Required for Residential Permit**

1. A completed application for a Building Permit
2. Two (2) complete 24"x 36" sets of plans showing Floor plan, Electrical layout, Building elevations
3. Site plan showing:
  - Size, Shape and dimension of the platted lot,
  - all setbacks from Property lines
4. A water/sewer connection application (Must be filled out with all the necessary information)
5. Foundation plans
6. A copy of compliance with the International Energy Conference Code Compliance Report with a (Res-check available for free download at [www.energy codes.gov](http://www.energycodes.gov))



## CITY OF SULPHUR SPRINGS BUILDING INSPECTION PERMITS REQUIRED FOR CONSTRUCTION

### **Building Permits**

A building permit is required on any structural work.

Items that do and do not require a permit are as follows:

#### **Permit Required**

House Leveling  
Roofing (Re-Roofing)  
Siding  
Storm Doors/Windows  
Wall Demolition  
Fire and Yard Sprinkler Systems

#### **Permit Not Required**

Painting  
Carpet  
Re-Sheet rocking  
Replacing Doors

### **Plumbing Permits**

A plumbing permit is required when any plumbing system is installed that hooks up to a sewer system, septic tank or water supply system.

Items that do and do not require a permit are as follows:

#### **Permit Required**

Fixture Addition  
Water/Sewer Line Repipe  
Gas Line (new of repair)  
Water Heater (replacement)

#### **Permit Not Required**

Stopped up Sewer  
Repair of Water Line  
Fixture Repair  
Fixture Replacement

Only a licensed registered plumber can pull a permit and may be required to show a current valid license prior to its issuance.

### **Electrical Permits**

An electrical permit is required when any alteration is made in the electrical wiring located within the building or used in connection with the production of electric light, heat or power.

Items that do and do not require a permit are as follows:



## CITY OF SULPHUR SPRINGS BUILDING INSPECTION PERMITS REQUIRED FOR CONSTRUCTION

### **Permit Required**

House or building addition  
Re-wire  
New Circuits  
Meter repairs/replacement

### **Permit Not Required**

Fixture replacement  
Electrical fans  
Fixture repair

Only a registered electrician can pull permits for electrical work and may be required to show a current valid license prior to its issuance.

### **Mechanical Permits**

A mechanical permit is required for any installation, alteration or replacement of equipment of mechanical work.

Items that do and do not require a permit are as follows:

### **Permit Required**

Heating equipment  
Air conditioning equipment  
Duct work

### **Permit Not Required**

Electric portable heater  
Portable ventilation  
Portable evaporative cooler  
self contained refrigeration  
containing 10 lbs or less of  
refrigerant.  
any steam, hot or chilled  
water piping within any  
heating or cooling system.

Only a licensed registered mechanical contractor can pull permits and may be required to show a current valid license prior to its issuance.

These are examples of the type of work requiring permits and this is not a complete listing of the items. Should you have any questions about pending construction related activity and whether or not it should be permitted, please call the inspection department at 903-885-7541, ext 732.

A homeowner may acquire the above listed permits upon completing a Homeowners Exemption Form.



**CITY OF SULPHUR SPRINGS WATER/SEWER APPLICATION  
COMMUNITY DEVELOPMENT DEPARTMENT  
PHONE: 903-885-7541, EXT 732 FAX: 903-439-2092**

**Send Copies to:**  
Water Department  
Building Inspections  
W&S Supervisor

	Date	Initial
Application taken	_____	_____
<b>CHECK PRO RATA</b>	_____	_____
W&S notified for pick up	_____	_____
Returned to City Hall	_____	_____
Money received from Applicant	_____	_____
Returned to W&S for installation	_____	_____

**Customer fill out the section below**

Project Address: _____	Block: _____	Lot: _____
Name: _____	Bldg Pmt#: _____	
Mailing Address: _____	Phone: _____	
Email Address: _____		

Size, Type & Number of Connections  
 Water \_\_\_\_\_ Sewer \_\_\_\_\_

Applicants Signature \_\_\_\_\_

**THE CITY WILL PERFORM ALL TAPS/TIE-INS INTO EXISTING WATER OR SEWER MAINS**

Water Tap Charge \$ \_\_\_\_\_ Sewer Tap Charge \$ \_\_\_\_\_

Pro Rata Fee \$ \_\_\_\_\_ Grand Total \$ \_\_\_\_\_

Sewer and water meter tap location may vary, depending on the City service line location. All taps will be installed at the City's discretion. Please mark your desired location of the tap on the back of this form.

Approved: \_\_\_\_\_ Inside City limits:  Yes  No

Remarks: \_\_\_\_\_

Date Meter Set: \_\_\_\_\_ Set By: \_\_\_\_\_

Meter #: \_\_\_\_\_ Meter Reading: \_\_\_\_\_

Location of Meter: \_\_\_\_\_

Description of Main: (size, type, depth, distance from curb, etc) \_\_\_\_\_

Remarks: \_\_\_\_\_

\_\_\_\_\_