

Items Required for Residential Permit

1. A completed application for a Building Permit.
2. One (1) complete set of bound Plans (11" x 17") and One (1) Electronic set of Plans(Thumb Drive or email) showing Floor Plan, Electrical Layout, Building Elevations, and Foundation Plans.
3. A copy of compliance with the International Energy Conference Code Compliance Report with a Res-Check (available for free download at www.energycodes.gov).
4. Site Plan showing:
 - a. Size, Shape, and Dimensions of the platted lot,
 - b. All setbacks from Property Lines-**Odd shaped/tight lots may require a Form Survey at City's Discretion.**
5. A Water/Sewer connection application-**obtained at the Sulphur Springs Water Department**-(Must be filled out with all the necessary information).
6. **All Trades must obtain a separate permit**-(All Trades must be registered with City).

City of Sulphur Springs Building Inspection Permit Required for Construction

BUILDING PERMITS:

A building permit is required on any structural work.

PERMITS REQUIRED:

House leveling

Re-Roofing-decking only

Wall Demolition

Remodel/Additions-**Must meet most current codes**

Fire and Yard Sprinkler Systems

PERMITS NOT REQUIRE:

Painting

Carpet

Replacing Doors

Siding

BUILDING INSPECTIONS REQUIRED: (THESE DO NOT INCLUDE TRADE INSPECTIONS)

1. T-Pole Inspection
2. Plumbing Rough, Water Service, & Yard Sewer Inspections
3. Foundation Inspection
4. Framing Inspection
5. Flatwork Inspection
6. Electrical Release Inspection
7. Final Inspection



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

BUILDING 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.

PLUMBING PERMITS:

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

PERMITS REQUIRED:

Water/Sewer Line Repair or Installation

Gas Line (new or repair)

Water Heater Replacement

Site addition (new bathroom, laundry room or any addition that requires water)

PERMITS NOT REQUIRED:

Stopped up sewer

Fixture repair or replacement

Only a **Licensed Responsible Master Plumber** can pull a permit and may be required to show a current valid license and insurance 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.

PERMITS REQUIRED:

House or building addition

Re-wire

New Circuits

Meter Repairs or Replacement

PERMITS NOT REQUIRED:

Fixture replacement

Electrical fans

Fixture repairs

Only a **Licensed Master Electrician** can pull permits for electrical work and may be required to show a current valid license and insurance prior to its issuance.

MECHANICAL PERMITS:

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

PERMIT REQUIRED:

Heating equipment
Air Conditioning equipment
Duct work

PERMIT NOT REQUIRED:

Electrical 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 Mechanical Contractor** can pull permits and may be required to show current valid license and insurance prior to its issuance.

HOMEOWNER EXEMPTION:

A homeowner may acquire the above listed permit and do the work if:

1. It is the homeowner's primary residence
2. The property is the homestead of the homeowner
3. A homeowner's exemption form has been completed.

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**



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

ELECTRICAL/PLUMBING/MECHANICAL PERMIT APPLICATION

Project Address: _____

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

Total Value of Work included in this Permit \$ _____

Applicant's Name (Please Print)	Company Title	Email
_____	_____	_____

Company	Mailing Address	City	St.	Zip	Phone #
_____	_____	_____	_____	_____	_____

Applicant's Signature _____

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CITY OF SULPHUR SPRINGS
BUILDING INSPECTION
HOMEOWNER'S EXEMPTION
FOR PLUMBING & ELECTRICAL PERMITS

DATE: _____ HOMEOWNER: _____

ADDRESS: _____ PHONE # _____

LEGAL DESCRIPTION OF
PROPERTY: _____

LOT: _____ BLOCK: _____ ADDITION: _____

TO WHOM IT MAY CONCERN:

I, _____ DO HEREBY DECLARE AND AFFIRM
THAT THE ABOVE DESCRIBED PROPERTY IS OWNED BY ME. I FURTHER
DECLARE AND CERTIFY THAT I INTEND TO OCCUPY THIS HOUSE AND
DECLARE IT TO BE MY HOMESTEAD. REFERENCES: CITY OF SULPHUR
SPRINGS ELECTRICAL ORDINANCE 652-1-15-74, SECTION J-1-a; PLUMBING
LICENSE LAW OF 1947, CHAPTER 115, SECTION 3.

PROPERTY OWNER'S SIGNATURE

ACKNOWLEDGEMENT

THE STATE OF TEXAS }{

COUNTY OF HOPKINS }{

BEFORE ME, the undersigned authority, a Notary Public, in and for Hopkins County, Texas, on
this day personally appeared _____, known to me to be the person
whose name is subscribed to the foregoing instrument and acknowledged to me that the same was his/her act
and deed, to the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS THE _____ day
of _____, 20 _____

Notary Public in and for
Hopkins, County, Texas

(Seal)