

**CIVIL PLANS MUST BE
SUBMITTED SEPERATELY**



Welcome to the City of Deer Park, "The Birthplace of Texas"

COMMERCIAL BUILDING PACKET

June 2015

The information in this packet will guide you through the building permit process and the checklists will help ensure that all the required information is submitted

Each inspector (building, electrical, plumbing, and engineering) will review the portion of the plans that will be inspected in their respective fields. If you have any specific questions, please feel free to contact the inspector at the phone number listed inside the packet

The total fee (building and review) is required at the time the plans are submitted

Please complete all the information on the Building Permit Application

\$100 and less - No Fee

\$101 to \$2,000

\$13.65 fee

\$2,001 to \$15,000

\$27.30 for the first \$2,001.00 plus \$6.00 for each additional thousand or fraction thereof, to and including \$15,000.00.

\$15,001 to \$50,000

\$105.30 for the first \$15,001.00 plus \$6.25 for each additional thousand or fraction thereof, to and including \$50,000.00.

\$50,001 TO \$100,000

\$324.05 for the first \$50,001.00 plus \$6.20 for each additional thousand or fraction thereof, to and including \$100,000.

\$100,001.00 TO \$500,000

\$634.05 for the first \$100,001.00 plus \$3.65 for additional thousand or fraction thereof, to and including \$500,000.

\$500,001 and up

\$2,094.05 for the first \$500,001.00 plus \$2.75 for each additional thousand or fraction thereof.

A plan review fee of 35% of the building permit cost will be required for any permit.

Notice

I have read the builder's packet and have provided the required information; each item that has been checked "yes" is included with the plans. I understand that all items should be checked "yes" unless otherwise noted by the Public Works Department, in which case the item will be checked "N/A." I further understand that if any information checked "yes" has not been provided, **the plan review process will stop and the plans will be returned for completion.** I have enclosed a copy of the checklists with the plans.

Note:

It is the responsibility of the owner/contractor to comply with all adopted codes in the City of Deer Park. Any oversight on the part of the City during plan review or the inspection process does not relieve the Owner/Contractor from compliance to all codes.

Proposed Address / Location: _____

Name of Business: _____

Information on Developer

Company Name: _____

Contact Info: _____

Contact Person: _____

Signature _____ Date _____

GENERAL INFORMATION

June 2015

- Provide a detailed letter describing the nature of the proposed business to occupy this building and any outside lay-down yard. Provide a specific list for any and all chemicals, hazardous materials, flammable, combustibles, that will be utilized and list quantities for each that will be stored. This letter should be provided to the Planning & Development office **before plans are drawn to verify zoning compliance**. This letter must be from the business that will occupy the building.
- Submit **three complete sets** of construction plans (24" X 36") with a scale of not less than 1"=50' for all civil drawings with an **engineer's seal** and/or an **architect's seal** for all drawings.
- A scanned set of the plans with the City of Deer Park approval stamp is to be returned to the city within two (2) weeks of plan approval. These shall be in pdf format.
- Digital versions of the floor plans in AutoCad and pdf formats are required to be submitted before the approval of the final building inspection, i.e, Name and address of project
- **TWENTY WORKING DAYS, AS A MINIMUM, ARE REQUIRED FOR REVIEW OF ALL COMMERCIAL PLANS**
- If a fire sprinkler installation is required: a fire sprinkler contractor shall provide a ISO approved set of plans with a **Registered Texas Engineer's** stamp included with the plans, (see attached Fire Sprinkler Systems sheet for additional details). Parking: show the number of existing and/or proposed parking spaces, the minimum parking space size in 9' X 20' with a minimum of one van handicap at 17' X 20'; provide calculations for the total number of parking spaces required as regulated by Deer Park's Zoning Ordinance and is based on the type of business, (*please request this zoning information from Public Works Building Department at 281-478-7270*).
- All temporary construction buildings used for construction offices, storage of construction material or equipment, etc. must have a Temporary Occupancy Permit; please request detailed information from Public Works Department at 281-478-7270 prior to setting any said temporary buildings.
- Temporary diesel or other fuel storage tanks will require a separate fire marshal permit (please request any detailed information from the Fire Marshal's office prior to setting any said fuel tanks.).
- If a health permit will be required, include a copy of the Harris County Health Department approved plans when submitting plans to us.
- Depending on the wash down system, a closed loop system may be required.
- Model energy code: Provide compliance certification before building final

CONTACTS

Building Inspector:	Larry Brotherton	281-478-7237
Plumbing/Mechanical Inspector:	Fred Layne	281-478-7223
Electrical Inspector:	Steven Hill	281-478-7249
Civil Plan Review:	Fred Beck	281-478-7278
Storm Water Review:	Martin Balch	281-478-7244
Flood Plain Development	Kathy Holcomb	281-478-7239

SETBACKS

The following are the set-back and height restrictions on various commercial zoned districts:

Office & Professional:

Front yard	40 feet
Side yard, interior (adjacent to residential)	10 feet
Side yard, interior (adjacent to commercial)	5 feet
Side yard, exterior	10 feet
Side yard, interior (corner lot, on thoroughfares)	40 feet
Rear yard	12 feet
Height	60 feet (maximum)

Community Service:

Front yard	40 feet
Side yard, interior (adjacent to residential)	10 feet
Side yard, interior (adjacent to commercial)	5 feet
Side yard, exterior	10 feet
Side yard, exterior (corner lot, on thoroughfares)	40 feet
Rear yard	12 feet
Height	35 feet (maximum)

Highway Service:

Same as Community Service

General Commercial:

Same as Community Service

Neighborhood Shopping District:

Same as Community Service

M-1 Industrial Park District:

Lot area	20K square feet
Lot width	100 feet
Front yard	40 feet
Side yard	15 feet
Rear yard	20 feet
Height	50 feet

M-2 General Industrial District:

Front yard	25 feet
Side yard (with exceptions, contact Planning & Development)	None
Rear yard	20 feet

ADOPTED CODES FOR DEER PARK
As of October 2012

BUILDING:

- Latest version of the International Building Code (Residential and Commercial) 2012
- Latest version of the International Building Code (Commercial) 2012

ELECTRICAL:

- Latest version of the National Electrical Code 2014, as published by the National Fire Protection Association

PLUMBING:

- 2012 International Plumbing Code and Standard Gas Code, as published by the ICC (International Code Congress)

MECHANICAL:

- 2012 International Building Mechanical Code

FIRE:

- 2012 International Fire Prevention Code

ENERGY:

- 2012 International Energy Conservation Code

ZONING:

- Local Zoning Ordinance

PROPERTY MAINTENANCE:

- 2012 International Property Maintenance Code

City ordinances are available upon request
and can be accessed at
www.municode.com or www.deerparktx.gov

Required Code Analysis Information

Based on the 2012 International Building Code

The purpose of this list of questions and requested information is to help expedite the plan process and to aid you in navigating the building code.

Does this project have a registered design professional in responsible charge? If so, the name of the professional?

Each item on the list must be answered by the design professional and attached to the application when making application for a building permit. (It is acceptable for all of this information to be part of and be displayed on one of the pages of the drawings.)

Submit a boundary survey showing the exact proposed location of all buildings.

Classification of Occupancy and/or Occupancies Chapters 3 and 4

Statement which supports use(s) and occupancy(s), classification(s). Include in the statement, the nature of the occupancy, process, materials, fluids, gases, hazardous materials, and other pertinent information that may affect the classify this building(s).

Which occupancy classification(s) and options are you using? Sec. 508

Incidental uses Sec. 509

Accessory occupancy Sec. 508.2

Mixed occupancy/non-separated use (the most restrictive must apply) Sec. 508.3

Mixed occupancy separated by fire barrier walls. Table 508.4

Separate buildings/separated by a fire wall (as defined in Chapter 7) Sec. 706

Note: If the building has hazardous materials, contact the Public Works Department for additional information.

Construction Type Chapter 6

See Table 601 for the required fire-resistance-ratings of building elements.

Compare the exterior wall ratings of Table 601 to those required to the property line, Table 602. See notes f and g of Table 601 which indicates to use the most restrictive.

What is the height and area limits of the building(s) as indicated in Table 503?

Indicate the actual height, actual sq. ft. per floor and total area of building(s)

Have you used the height, open perimeter or sprinkler increases as allowed by 504 and 506? Show all applicable increases and calculations.

Indicate accessory use and incidental use areas with calculations qualifying each. If the separate building option is used, indicate calculations for it.

If using the mixed occupancy with the separated use option, show all calculations proving Code compliance Sec. 506 and 508 and Table 508.4

What is the maximum allowable area per Sec. 506?

Are you trying to use the Unlimited Area Building option as described in Sec. 507?

Required Code Analysis Information

Based on the 2012 International Building Code

Is the building required to have a fire suppressions system? If so, indicate the type to be used Ch 9

Is the building required to have a standpipe system? Ch 9

Are you required to have a fire alarm and/or fire detection system? Plans must be submitted by a State license fire sprinkler professional and a state licensed fire alarm professional. Ch 9

In combustible construction, have you installed fire blocks per Sec. 718.2 and draft stops per Section 718.2.1 in all locations as required per Code.

Are you using combustibles in Type I or II construction? Indicate all areas where fire-retardant-treated wood will be used. Sec. 718.5

Submit UL listings for any fire-resistance-rated construction. Be sure that the application and design matches the requirement in Ch.7. For example: A UL listing for a fire barrier wall needs to match the designated use and design for a fire barrier wall per Sec. 707.

The door and window schedules should include fire-resistance-rated opening protection and closers as required per Code. Sec. 716

Is the corridor required to be fire-resistance rated? Sec. 1018, Table 1018.1

Corridor shall not serve as supply, return exhaust, relief or ventilation air ducts (refer to Exceptions in Sec. 1018.5)

What is the occupancy load of the building? Table 1004.1.2

How many exits are required? How many are provided? Sections 1015, 1021

What are the required widths of doors, stairs and ramps. Show your calculations, Sections 1008,1009, 1010

Is this project large enough to require a life safety plan? If so, submit one.

Are the handrails and guards in compliance? Sec. 1012, 1013.

Pre-manufactured metal buildings and structural steel buildings need three (3) sets of structural drawings stamped by a structural engineer. They must be submitted and approved before any building erection is started.

Wood trusses and floor trusses need three (3) sets of structural drawings stamped by a structural engineer. They must be submitted and approved before any truss erection is started. Sec. 2303.4

On wood construction, be sure to indicate studs to be strapped every stud and roof framing every other rafter per city ordinance. This is addition to other strapping required by a design professional.

List on your code analysis information sheet all special inspections that you are requiring.

Detention Criteria

The design criteria for flood detention facilities are hereby established for property being developed within the City as follows:

1. Basic Standards:

Detention requirements of area not more than 50 acres shall be calculated by using the chart below which is calculated by using the curve for the drainage area and storage coefficient.

<u>Altered Area</u>	<u>Capacity in Acre Feet (AF)</u>
0 to 3 acres	0.20 AF per acre
3 to 10 acres	0.45 AF per acre
20 acres	9.5 AF
30 acres	15.0 AF
40 acres	21.0 AF
50 acres	27.5 AF

For intermediate values between 10 & 50 acres, the acre-foot capacity may be established by multiplying the acreage by a storage coefficient factor (CS) which may be calculated as $C_s = .45 + (0.0025 \times AC)$ where AC is equal to the total drainage acreage minus 10.

For drainage areas being developed which are 50 acres or larger, the detention facility design and criteria shall be approved by the Director of Planning & Development.

2. Additional Standards:

The detention facility shall be designed for easy maintenance, every consideration shall be given to designing of the facility for multi-purpose use, such as playgrounds, ball fields, mini-parks, etc., to assure that maintenance will be accomplished; the design shall include the following:

- A twenty foot maintenance roadway shall encompass the perimeter of the detention facility and shall be considered a part of the facility.
- A twelve foot wide concrete access ramp shall be provided into the basin for maintenance equipment access.
- An earthen detention basin shall have a minimum on side slopes of 4:1 and minimum bottom width of ten feet.
- A minimum of a five foot wide, six inch thick, reinforced concrete trickle channel shall be constructed through the basin bottom to accommodate low flow and allow fast drying.
- The bottom of the detention basin shall have a minimum of 0.25 percent cross slope to facilitate quick drainage.
- Inlets and outlet and required trash racks shall be located so as to be easily accessible.
- Inlet and outlet pipes shall have erosion control devices.
- High overflow shall be constructed (6" above the design water surface) when necessary.
- Detention shall be designed in order to have a minimum of 12" free board.
- The detention basin, maintenance roadway, and right-of-way shall be hydro-mulched with Bermuda seed and watered to facilitate full grass coverage.
- Provide for ingress/egress (dedicated right-of-way, if necessary) to the detention basin.
- Maximum release is 0.5 CFS/Ac.

**CITY OF DEER PARK
PUBLIC WORKS DEPARTMENT
Detention Requirement Checklist
As Of October 2012**

Yes	No	N/A	Item	Description
_____	_____	_____	1	Provide size of the site in acres
_____	_____	_____	2	Provide the detention storage rate (Cs)
_____	_____	_____	3	Provide the required detention storage volume a. Ensure proper storage volume has been provided
_____	_____	_____	4	Provide the design water surface elevation for the detention pond
_____	_____	_____	5	Provide the maximum permitted outflow rate (0.5 crs/acre)
_____	_____	_____	6	Provide design outflow rate
_____	_____	_____	7	Provide the calculated orifice size with calculations (Minimum 6" restriction)
_____	_____	_____	8	Provide the detention pond dimensions
_____	_____	_____	9	Provide the detention pond elevations. (Includes bottom and top finish grade) Include concrete trickle channel dimensions, elevations, slope percent and
_____	_____	_____	10	construction detail
_____	_____	_____	11	Include entrance and exit slope protection with details
_____	_____	_____	12	Provide trash rack specifications and details
_____	_____	_____	13	Provide note for hydro-mulch seeding
_____	_____	_____	14	Provide all detention related calculations
_____	_____	_____	15	Minimum slope on trickle channel is .25%

**CITY OF DEER PARK
PUBLIC WORKS DEPARTMENT
Commercial Building Plan Checklist**
As of October 2012

Submit the following information to apply for the permit: This information is not inclusive, additional information may be required.

PROVIDE:

Yes	N/A	Item	Description
___	___	1	Detailed letter which supports declared occupancy and use
___	___	2	Cover page for plans, including:
___	___		a. Name of business for this project
___	___		b. Address of project
___	___		c. Owner's name, address and phone number
___	___		d. If design built, give contractors contact information
___	___		e. Height and area
___	___		f. Occupancy and Use per Mixed Occupancy Provision Section 508
___	___		g. Type of construction
___	___		h. Table of Contents
___	___		i. Indicate codes used based on current adopted codes
___	___		j. List of all special inspections required
___	___	3	Boundary survey, with reference benchmark. (All elevations based on TSARP reference mark NAVD 88, 2001 adjustments)
___	___	4	Site plan with all pertinent information and measurements including:
___	___		a. Minimum of 4' public sidewalk per City specifications (1' off property line)
___	___		b. Paving and driveway details
___	___		c. Adjacent property, including undeveloped and developed
___	___		d. Setbacks per Zoning Ordinances
___	___		e. Finished floor elevation (minimum 2' above curb)
___	___		f. Verify minimum requirements of proposed finished floor elevations for the applicable F.I.R.M. Zone, including bench mark datum and adjustment with local government agency prior to starting construction
___	___		g. F.I.R.M. 48201C0903L "Particular Zone: 06-18-07 must be on elevation certification furnished on final building inspection
___	___		h. Existing easements
___	___	5	IECC Comm Check including all calculations-envelope, lighting and mechanical
___	___	6	Project over \$50,000, submit file number indicating submitted for architectural barriers
___	___	7	Code information:
___	___		a. Mixed occupancy, separated use, non-separated use, accessory use incidental use areas. Calculations supporting Code compliance.
___	___		b. Allowable height and area, actual height and area, sprinkler increase, open perimeter increase. Calculations supporting Code compliance.
___	___		c. Number of means of egress required, occupant load and calculations
___	___		d. Design compliant per all applicable codes, laws and ordinances

**CITY OF DEER PARK
PUBLIC WORKS DEPARTMENT
Commerical Building Plan Checklist**

As of April 2009

Yes	N/A	Item	Description
___	___	8.	Plans:
___	___		a. Designed in a professional manner
___	___		b. Clearly depict how to construct the project and materials to be used
___	___		c. Designed to meet City Ordinance, applicable codes and per owner's specifications
___	___		d. Door, window and hardware schedules
___	___		e. Fire rated construction: UL Listings, and fire-resistant-rated opening protection listed in door, window and hardware schedules
___	___		f. Interior finish meets flame spread and smoke development per Code
___	___	9.	Wood Frame Construction
___	___		a. All joist, rafters, 20" o.c. maximum
___	___		b. All studs 16" o.c. maximum
___	___		c. All truss, truss joist microllam, parallam, etc., engineered and stamped
___	___		d. Submit truss drawing to this department for approval before installation
___	___	10.	Buildings designed to meet the 2012 I.B.C. wind requirements
___	___	11.	Project s over \$50,000, dated and stamped by registered professional as required by the City of Deer Park, IBC and the State of Texas
___	___	12.	Approval for Construction Trailer must be obtained before placement.
___	___	13.	Hazardous material: MSDS sheets. Requested special, enlarged check list from this department. Not included with this packet
___	___	14.	Fire suppression system. ISO approved and stamped by a licensed fire suppression contractor along with license number (No cover inspection until fire suppression permit obtained)
___	___	15.	Foundations and Parking Lots: minimum reinforcements: #3 rebar 18" o.c. or #4 rebar 24" o.c. No wire mesh allowed
___	___	16	Decorative material, such as glass, stucco, or finished wood, on exterior of building which faces or fronts a public street. Minimum area 12 x the horizontal dimension (width) of the facing area
___	___	17	Fencing:
___	___		a. Required fencing not exceeding the maximum height allowed
___	___		b. Barbed wire minimum of 8' above grade
___	___		c. No fence arms projecting inside of property line
___	___		d. Drawings submitted for commercial fencing abutting residential made of soild material, such as masonary, wood slats, etc.
___	___		e. Drawings submitted for required lay-down fencing must be 8', solid and unable to be viewed from street
___	___	18	Parking spaces:
___	___		a. Number of spaces per City Ordinance
___	___		b. Regular parking spaces 9' x 20'
___	___		c. Van handicap parking, 17' x 20' (minimum of one)
___	___		d. Typical handicap parking 14' x 20'

**CITY OF DEER PARK
PUBLIC WORKS DEPARTMENT**

Building Plan Checklist

As of October 2012

Yes	N/A	Item	Description
_____	_____	18	Parking spaces: (Continued)
_____	_____		e. Access lane between rows of parking spaces 20'
_____	_____		f. Fire lanes per Fire Marshal's requirements
_____	_____	19	Approval certificate from Harris County for any occupancy requiring a health certificate

Wood Frame Construction

- _____ 1 All joist and rafters must be on 20" centers as a maximum
- _____ 2 All studs must be on 16" centers
- _____ 3 All truss, truss joints, microllam, parallam, etc. are to be engineered. Provide the stamped detail plans. *All truss joist must be on 20" centers as a maximum

I have read through the building check list and provided all the information requested. I further understand that if any information requested was not provided will result in all plan review process to stop and the plans will be returned to the applicant for correction..

Print Name

Print Title

Signature

Date

PLEASE COMPLETE IMPORTANT INFORMATION BELOW:

Was an asbestos survey performed in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emissions Standards for Hazardous Air Pollutants (NESHAP)?

_____ Yes _____ No

Date of Survey _____ TDH Inspector License # _____

*If the answer is no, then as the owner/operator of the renovation/demolition site, I understand that it is my responsibility to have this asbestos survey conducted in accordance with the TAHPR and NESHAP prior to a renovation/demolition permit being issued by the City of Deer Park.

***If no, plans cannot be accepted by the City of Deer Park for review at this time.**

If the valuation of the work is over \$50,000.00, have you submitted plans to Texas Department of Licensing and Regulation Architectural Barriers for review?

_____ Yes _____ No

*If you have submitted but do not have a copy of the plans, please provide the file number on the following line:

File # _____

Note: The File Number will be verified, please be accurate in recording this number. If the File Number cannot be confirmed, a permit will not be issued

**CITY OF DEER PARK
PUBLIC WORKS DEPARTMENT**

Electrical Plan Checklist
As of 2016

Yes	No	Item	Description
_____	_____	1	Is the entire electrical design for this project designed per the 2014 National Electric Code?
_____	_____	2	Have you shown the power company's point of attachment to the building, (overhead). Show the proposed route for the service lateral cable to the power company's equipment in their easement (underground).
_____	_____	3	Show the proposed route for the electrical service entrance cable (indicate overhead or underground) and provide a copy of any easements given
_____	_____	4	Provide a complete load analysis, based on the 2014 NEC, giving code references for any derates used and enough information to confirm the service size; provide more notes
_____	_____	5	Show the location of the outside service main as required by local ordinance
_____	_____	6	Provide a one-line drawing of the proposed and/or existing electrical service including the following: A. All panels, disconnects, wire ways, etc. B. Indicate the NEMA rating for all panels, disconnects, wire ways, etc. C. Size of all conduits to and from all panels, transformers, disconnects and wire ways D. Size of wires to all panels, disconnects, wire ways, etc., with the type of insulation and temperature rating (75° F; will be assumed if temperature rating is not provided) E. Provide the conductor sizes for the grounding electrode to include 1. Structural steel 2. Cold water 3. Rod 4. Any other metal piping
_____	_____	7	Provide all panel schedules including: A. Panel rating B. Main size or indicate main lug only C. Provide the total KVA load on the panel D. Indicate the wire and breaker size for each circuit
_____	_____	8	Show all panel locations
_____	_____	9	If any part of the electrical system is to be located in a hazardous location as per code, identify those areas and show the classification for the wiring system and A. Provide the air change calculations to reduce the classification B. Provide a list and MSDS for all chemicals to be used or stored in these areas
_____	_____	10	Provide engineered fire alarm plans if required or installed
_____	_____	11	If there is any power under a cooking hood, provide detailed drawings for the ansul system turning power off when activated

I have read through the electrical check list and provided all the information requested. I further understand that if any information requested was not provided will result in all plan review process to stop and the plans will be returned to the applicant for correction.

Print Name

Print Title

Signature

Date

**CITY OF DEER PARK
PUBLIC WORKS DEPARTMENT**

Mechanical Plan Check List

As Of October 2012

<u>Yes</u>	<u>No</u>	<u>Item</u>	<u>Description</u>
_____	_____	1	Provide plans and calculations for all the supply, return and exhaust duct systems along with any required fire and smoke dampers per the 2012 International Mechanical Code
_____	_____	2	Show all material to be used, including insulation, coverings, fire and smoke dampers and duct material along with their UL listings.
_____	_____	3	Show location of condensate drain discharge Note: Condensate drain shall discharge to an approved location

NOTE: All Plans Submitted Shall Have Licensed Engineer Stamp
Unless not required by the Public Works Department

I have read the requirements for the mechanical plan review and understand that if any information requested was not provided that the plan review process would stop and plans will be returned to the applicant for correction. I also understand that the job in question may be subject to field correction.

Comments:

Print Name

Print Title

Signature

Date

**CITY OF DEER PARK
PUBLIC WORKS DEPARTMENT**

Fire Plan Check List

As Of October 2012

<u>Yes</u>	<u>No</u>	<u>N/A</u>	<u>Item</u>	<u>Description</u>
_____	_____	_____	1	Include names of all chemicals on site
_____	_____	_____	2	Provide MSDS on all chemicals on site
_____	_____	_____	3	Provide quantities of all chemicals on site
_____	_____	_____	4	Provide plot plan with location of chemicals
_____	_____	_____	5	Indicate type of fire protection for chemicals

Fire Sprinkler Systems

o If the fire sprinkler plans are not submitted with the building package, a separate building permit will be required. No work can be started on a fire sprinkler system until the plans have been approved.

o The fire line contractor will provide an ISO approved set of plans with a Registered Texas Mechanical Engineer's stamp and signature for the fire sprinkler system to the City before the project begins.

o The fire line contractor will be responsible for making any taps or road bores and the City inspector will do the inspection. All road bores will require a plan and profile on the plans to be reviewed.

o The City water supply shall be protected by a Reduced Pressure Principal Backflow Preventor (RPZ), installed per the latest version of the International Plumbing Code, above grade and as close to the water tap as possible, but not in the street right-of-way.

o The fire line contractor must conduct a hydrostatic pressure test, as per NFPA 13 and provide a material test certificate for aboveground and underground piping that will be submitted to the City before final plumbing inspection will be made.

CITY OF DEER PARK
PUBLIC WORKS DEPARTMENT

Floodplain Management Check List

As of July 2016

Yes	No	Item	Description
_____	_____	1	Is the development within the Special Flood Hazard Area? If so you will be required to fill out the Floodplain Development Permit Application and submit to floodplain administrator for review. <i>If the property is not within the Special Flood Hazard Area no further action is required.</i>
_____	_____	2	Provide a site plan showing the location of all existing structures, water bodies, adjacent roads, lot dimensions, and proposed development.
_____	_____	3	Development plans, drawn to scale, and specifications, including where applicable: details for anchoring of structures, proposed elevation of lowest floor (including basement), types of water-resistant materials used below the base flood elevation (BFE), details of floodproofing of utilities located below the BFE.

NOTE: No Certificate of Occupancy will be issued until the floodplain manager reviews the elevation certificate (of final construction) for accuracy.

I have read the requirements for the floodplain review and understand that if any information requested was not provided that the plan review process would stop and plans will be returned to the applicant for correction. I also understand that the job in question may be subject to field correction.

Comments:

Print Name

Print Title

Signature

Date



COMMERCIAL BUILDING PERMIT

710 E. San Augustine, Deer Park, TX 77536
Phone: 281-478-7270 Fax: 281-478-0394

PROJECT ADDRESS: Deer Park, TX 77536
Lot # Block # Subdivision Name:

OWNER / BUILDER INFO: Name, Address, City, State, Zip, Phone, Fax, Email

CONTRACTOR INFO: Name, Address, City, State, Zip, Phone, Fax, Email

PERMIT TYPE: Hotel/Motel, Church, Industrial, Restaurant/Store, New Addition, Commercial Remodel
Utility & Site Work: Storm Sewer, Catch Basins, Man Holes, Fire Line, Sanitary Sewer, DOM Water Line, Fire Hydrants, Backflow Devices, Fire Line

For Utility/Site Work use the Utility Site Work Application

DESCRIPTION OF IMPROVEMENTS:

VALUE OF THE PROJECT: \$

OCCUPANCY TYPE: SQUARE FOOTAGE NUMBER OF STORIES HEIGHT

IS THE PROJECT IN THE 100 YEAR FLOODPLAIN? YES NO (IF YES COMPLETE A FLOODPLAIN DEVELOPMENT PERMIT)

If project is in a floodplain, an elevation certificate will be required stating the finished floor elevation.

WILL MORE THAN 1-ACRE OF LAND BE DISTURBED? YES NO (IF YES COMPLETE A STORMWATER PERMIT)

REMODEL / DEMOLITION ONLY - BY MY SIGNATURE, I HEREBY CERTIFY THAT AN ASBESTOS SURVEY HAS BEEN DONE IN ACCORDANCE WITH THE TEXAS ASBESTOS HEALTH PROTECTION RULES (TAHPR) AND THE NATIONAL EMISSION STANDARDS FOR HAZARDOUS AIR POLLUTANTS (NESHA) FOR THE AREA(S) BEING RENOVATED AND/OR DEMOLISHED.

APPLICANT'S PRINTED NAME:

APPLICANT'S SIGNATURE: DATE:

ADDRESS NUMBER MUST BE POSTED DURING CONSTRUCTION AND PERMANENTLY AT TIME OF FINAL INSPECTION

SEE REVERSE SIDE FOR FEES

APPLICATION # _____

FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

SECTION 1: General Provisions (Applicant to read and sign)

- 1. No work of any kind may start until a permit is issued.
- 2. The permit may be revoked if any false statements are made herein.
- 3. If revoked, all work must cease until permit is re-issued.
- 4. Development shall not be used or occupied until a Certificate of Compliance is issued.
- 5. The permit will expire if no work is commenced within 1 year of issuance.
- 6. Applicant is hereby informed that other permits may be required to fulfill local, state, and federal regulatory requirements.
- 7. Applicant hereby gives consent to the Local Administrator or his/her representative to make reasonable inspections required to verify compliance.
- 8. THE APPLICANT CERTIFYS THAT ALL STATEMENTS HEREIN AND IN ATTACHMENTS TO THIS APPLICATION ARE, TO THE BEST OF MY KNOWLEDGE, TRUE AND ACCURATE.

APPLICANT'S SIGNATURE _____ DATE: _____

SECTION 2: Proposed Development (To be completed by APPLICANT)

<u>NAME</u>	<u>ADDRESS</u>	<u>TELEPHONE</u>
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APPLICANT

BUILDER

ENGINEER

PROJECT LOCATION:

To avoid delay in processing the application, please provide enough information to easily identify the project location. Provide the street address, lot number or legal description (attach) and, outside urban areas, the distance to the nearest intersecting road or well-known landmark. A sketch attached to this application showing the project location would be helpful.

APPLICATION # _____

DESCRIPTION OF WORK (check all applicable boxes):

A. STRUCTURAL DEVELOPMENT

ACTIVITY	STRUCTURE TYPE
New Structure	Residential (1 – 4 Family)
Addition	Residential (More than 4 Family)
Alteration	Non-Residential (Floodproofing? Yes)
Relocation	Combined Use (Residential & Commercial)
Demolition	Manufactured (Mobile) Home
Replacement	(in a mobile home park? Yes)

ESTIMATED COST OF PROJECT \$ _____

B. OTHER DEVELOPMENT ACTIVITIES

- Clearing Fill Mining Drilling Grading
- Excavation (Except for Structural Development Checked Above)
- Watercourse Alteration (Including Dredging and Channel Modifications)
- Drainage Improvements (Including Culvert Work)
- Road, Street or Bridge Construction
- Subdivision (New or Expansion)
- Individual Water or Sewer System
- Other (Please Specify) _____

After completing SECTION 2, APPLICANT should submit form to the Local Flood Administrator for review.

SECTION 3: Floodplain Determination (To be completed by the Administrator)

The proposed development is located on FIRM Panel No. _____, Dated _____

The Proposed Development:

Is NOT located in a Special Flood Hazard Area (Notify the applicant that the application review is complete and NO FLOODPLAIN DEVELOPMENT PERMIT IS REQUIRED.

Is partially located in the SFHA, but the building/development is not.

Is located in a Special Flood Hazard Area
FIRM zone designation is _____

Base Flood Elevation at the site is _____ or unavailable

Signed: _____ Date: _____



Storm Water Department
710 E San Augustine P.O. Box 700
Deer Park, Texas 77536

Storm Water Permit Application For Construction Activities

New Permit Amendment

APPLICATION PURPOSE

Under the Phase II storm water regulations affecting small municipalities, the City of Deer Park is required to develop and implement a program to reduce pollutants in storm water from construction activities disturbing one or more acres on land. As part of our program, the City is requiring construction operators of sites located within city limits, to comply with the requirements of the TPDES construction permit. The following information is required to confirm compliance.

PROJECT INFORMATION

Project Name

Site Address

Lot, Block, Subdivision/Tract

Harris County Appraisal District Tax ID #

Total Acres Disturbed

Brief Project Description

Residential Development

Commercial Development

Phased Development

APPLICANT & OWNER INFORMATION

Applicant Name (Primary Operator): _____

Mailing Address

City

State

Zip Code



Storm Water Department
 710 E San Augustine P.O. Box 700
 Deer Park, Texas 77536

_____ Email	_____ Phone	_____ Fax
Owner Name: _____		

_____ Mailing Address		
_____ City	_____ State	_____ Zip Code
_____ Email	_____ Phone	_____ Fax

Contact Person (If different from applicant): _____

_____ Mailing Address		
_____ City	_____ State	_____ Zip Code
_____ Email	_____ Phone	_____ Fax

CHECKLIST

- | | | | |
|---|--------------------------|---|--------------------------|
| Permit Application Form & Plan Review Checklist | <input type="checkbox"/> | Paper copy of SWPPP drawings | <input type="checkbox"/> |
| TCEQ Notice of Intent or Construction Site Notice | <input type="checkbox"/> | Electronic copy of SWPPP narrative and SWPPP drawings | <input type="checkbox"/> |
| Copy of Check submitted to TCEQ or Electronic Confirmation of Payment | <input type="checkbox"/> | | |

_____ Applicant Name (Please Print)	_____ Applicant Signature	_____ Date
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