



City of Robinson

111 W. Lyndale, Robinson, TX 76706-5619
Phone (254) 662-1415, Fax (254) 662-1035

Building Permit Application

Residential

Commercial

Date Applied: _____

Estimate Cost: _____

Job Address: _____

Proposed Use: _____

Owner of Building: _____

Total Foundation Space: _____

Contractor: _____

Phone #: _____

Contractor Mailing Address: _____

Contractor Email Address: _____

Plumber: _____ Phone #: _____ License: _____

Mechanical (HVAC): _____ Phone #: _____ License: _____

Electrician: _____ Phone #: _____ License: _____

Signature of Applicant: _____ Date: _____

Please Submit:	Site Plan	Engineered Foundation Plan
	Project Plans	2015 Energy Cost Compliance

Residential Building Permit Fees

New Residential	\$0.24 per SF
Remodel Residential	\$9 per \$1,000 value; \$75 min.
Accessory Bldg w/ Trade (Res)	\$0.15 per SF \$50 minimum
Accessory Bldg. w/o Trades (Res)	\$0.10 per SF, \$25 minimum
Swimming Pool	\$100
Miscellaneous	\$75

Trade Permit Fees

New Residential Mechanical	\$0.02 per SF
New Residential Plumbing	\$0.04 per SF

City of Robinson is now utilizing MyGov for permits and inspections. All Contractors will need to register.

<http://www.robinsontexas.org/236/Permits-Inspections>

Planning Fees

Zoning Change	\$250	Planned Unit Development	\$400	Special Use Permit	\$250
Board of Adjustment	\$200	Preliminary Plat Application	\$150	Final Plat Application	\$300
Replat Application	\$300	Minor/Amended Plat Application	\$200		
Abandonment/Dedication by Separate Instrument	\$200				

Commercial Building Permit Fees

New Commercial	\$0.21 per SF; \$75 min.
Remodel Commercial	\$9 per \$1,000 value; \$75 min.
Accessory Bldg. w/ Trade (Com)	\$9 per \$1,000 value; \$75 min.
Accessory Bldg. w/o Trades (Com)	\$9 per \$1,000 value; \$75 min.
Swimming Pool	\$100
Miscellaneous	\$75

Engineering Fees

Engineering Plan Review
Greater of \$120 and Actual Cost to City if Third Party Review

Construction Fees

Construction Inspection 1% of Public Improvement Valuation

RESIDENTIAL BUILDING PERMIT - DOCUMENT SUBMITTAL CHECKLIST GUIDE

Contact the Planning and Development Department for specific applicability on your project.

- Provide electronically or two (2) hard-copies of all development material. Copies to be at least 8.5" x 11" & legible.
- Existing Conditions Survey or As Built Survey if any existing improvements are to remain. May be shown on Plot Plan.
- Plot Plan indicating property boundaries in accordance with record plat and/or title survey, and indicating existing trees to remain and/or be removed, building foot print, paving, fencing, and critical dimensions of structures from properties lines and other structures.
- Floodplain Development Permit Application and flood proofing plans if located within FEMA designated floodplain.
- Erosion Control Plan and/or Stormwater Pollution Prevention Plan (SWPPP) if large or part of a large plan of development. Erosion Control Plan shall contain map of entire site, limits of soil disturbance, location of construction entrance, measures to keep vehicle from tracking mud onto streets, and sediment barriers along the down slope perimeter of disturbed areas. SWPPP shall also included location of portable toilet, construction & waste material storage, trash container, & washout area.
- Lot grading plan showing consistency with overall grading plan in approved construction plans. May be shown on Plot Plan
- Sidewalk details, residential driveway detail, pavement repair detail for street cuts, and fencing details as necessary.
- Soil Analysis Report by design professional and Foundation plan sealed by a professional engineer.
- If any question on the building line, the inspector may require a form board survey sealed by a professional surveyor prior to pre-pour inspection, plumbing rough-in inspection, and pouring of foundation. Engineer's Foundation Inspection Report.
- Structural Framing and Roof Plans. Wood trusses and metal spans of 24 feet must be sealed by a professional engineer.
- Building Elevation Plans indicating the height of building and type of exterior construction materials.
- Floor Plans to scale, with critical dimensions, and indicating the use of each room/area, and door/window schedule.
- Mechanical, Electrical, and Plumbing Plans indicating compliance with 2012 IRC.
- Rescheck, Simulated Performance Path, or otherwise approved energy plans indicating compliance with 2015 IECC.
- Final Energy Compliance Report indicating compliance with 2015 IECC required prior to final inspection.

NONRESIDENTIAL BUILDING PERMIT - DOCUMENT SUBMITTAL CHECKLIST

- Existing Conditions Survey or As Built Survey if any existing improvements are to remain.
- Copy of Recorded Plat or Proposed Plat.
- Site Plan/Dimensional Control Plan with fire lanes and fire lane details as necessary.
- Drainage Plan consisting of Drainage Area Map, existing typography, pre- & post-construction runoff calculations, curbs, gutters, inlets, storm pipes, etc.
- Storm Water Management Plan with permanent best management practices treating water before entering storm sewer.
- Storm Water Pollution Prevention Plan for sites greater than one (1) acre. Erosion Control Plan for all other sites.
- Grading Plan.
- Paving Plans with pavement materials, thicknesses, and specifications.
- Sidewalk details, commercial driveway detail, pavement repair detail for street cuts, and TxDOT details as necessary.
- Traffic Control Plan if any temporary closure of a street lane is necessary for construction.
- A Water and Sanitary Sewer Plan indicating the location of nearest fire hydrants, utility connections, fire line connections, irrigation connections, etc.
- Parking Plan and Landscape Plan.
- The location of all outdoor facilities for waste disposal and required visual screening devices.
- Construction Elevation Plans indicating the height of building and type of exterior construction materials.
- The type, location, height, and orientation of all external illumination facilities if proposed.
- Soil Analysis Report by design professional and Foundation plan sealed by a professional engineer.
- Structural Framing and Roof Plans sealed by a professional engineer. (Pre-fab metal buildings may submit after permit issuance.)
- Floor Plans to scale, indicating the use of each room/area, and door/window schedule.
- Flood proofing plans if located within FEMA designated floodplain.
- Asbestos survey or certification by an engineer, architect or licensed TDH inspector, and an "abatement certificate" if necessary for a renovation, remodel, demolition, or addition.
- Building, Mechanical, Electrical, and Plumbing Plans indicating compliance with 2012 IBC, IMC, IPC, IFC, & 2011 NEC.
- Comcheck or otherwise approved energy calculations indicating compliance with 2015 IECC & final inspection report.
- TDLR registration if project is \$50,000.00 or more.
- Provide electronically and four (4) hardcopies of all development materials. Copies to be at least 11" x 17" for readability.
- Form board survey sealed by a professional surveyor is required prior to pouring foundation and pre-pour inspection and plumbing rough-in inspection & Engineer's Inspection Report is required.
- Automatic Fire Suppression System Plans (ie. Sprinkler Plans).
- Secondary containment Plans required for all flammable and combustible storage tanks, to include piping, above and below ground storage.
- Verification of submittal to McLennan County Health Department as required for food establishment, etc.



ASBESTOS COMPLIANCE STATEMENT

Project Name: _____

Project Address: _____

Pursuant to Senate Bill 509 of the 77th Legislature of the State of Texas, I hereby certify that the above referenced building is in compliance with all aspects of the National Emissions Standards for Hazardous Air Pollutants and the Texas Asbestos Health Protection Act.

Signed: _____

Date: _____



Guidelines for Preparing Stormwater Pollution Prevention Plans for Construction Activities

Areas of Soil Disturbed	Submittal Requirements
Less than 1 acre and the site is <u>not</u> part of a larger common plan of development	Erosion Control Plan
Less than 1 acre and the site is part of a larger common plan of development outside urbanized area	
Less than 1 acre and the site is part of a larger common plan of development inside urbanized area	SWPPP
1 acre up to less than 5 acres	
5 acres and larger	SWPPP and Copy of NOI filed with the State

Erosion Control Plans for a construction site are measures to prevent sedimentation and debris from going over sidewalks, into streets, gutters, inlets, drainage features, and neighboring properties during construction activities. Contractors and owners are responsible for keeping soil, sediment, and debris contained on the construction site and return soil and sediment to the areas to be stabilized, while properly disposing of debris. Plan of area must show entire site, limits of soil disturbance, location of construction entrance(s), and sediment barriers along the down slope perimeter of the disturbed areas.

Stormwater Pollution Prevention Plans (SWPPP) include all elements of erosion control plans plus pollution control measures. When a SWPPP is required, the SWPPP Supplement to Permit Application form must accompany the construction and/or building plan submittals in addition to an adequate plan describing and ensuring implementation of practices that will be used to reduce the pollutants in stormwater discharges associated with construction activity at the construction site and assure compliance with the terms and conditions of a TCEQ or EPA stormwater permit. The contents and minimum requirements of a SWPPP can be found in the TPDES General Stormwater Requirements for Construction Activities dated March 5, 2008, or the most recent version as the regulations are updated.

When applicable, the Notice of Intent (NOI) sent to the state shall be submitted to the City electronically by email to Justin French, Director of Planning and Development at j.french@robinsontexas.gov.

DISCLAIMER: The purpose of this guidance document is to assist the Owner and Operator of a construction activity within the City of Robinson Ordinances. By providing this general guidance, the City is not providing a guarantee of compliance or protection from enforcement under City Ordinances. The Owner and Operator of a construction activity are fully responsible for being familiar with all the ordinance requirements and ensuring their construction activity is in compliance with the City Ordinances and other state and federal regulations that are applicable to the construction activity.



**Stormwater Pollution Prevention Plan (SWPPP) Supplement to
Permit Application**

Project Description: (Describe the type of construction activity and the type of development that will result from it.)	
Address of Construction Site:	
Legal Description of Construction Site: (Addition, Block, Lot)	
Acreage of Entire Site:	
Acreage Disturbed:	

Names of Contracting Company and Point of Contact:	
Contractor Address:	
Contractor Phone:	
Contractor Email:	

Name of Property Owner:	
Owner Address:	
Owner Phone:	
Owner Email:	

The SWPPP must be in place prior to construction commencing and must comply with applicable notes at all times.