



Building Permit Application

Residential

Commercial

Date Applied: _____

Estimated Cost: _____

Job Address: _____

Proposed Use: _____

Property Owner: _____

Living Area (Air Conditioned Space): _____

Describe Scope of Work Below:

Total Foundation Area: _____

Contractor: _____

Phone #: _____

Contractor Mailing Address: _____

Contractor Email Address: _____

Signature of Applicant: _____

Date: _____

Residential Building Permit Fees

| | |
|--|-----------------------------|
| New Residential | \$0.24 per SF |
| Remodel Residential | \$9 per \$1,000 value; \$75 |
| Accessory Bldg. (Res) | \$0.15 per SF, \$25 |
| Swimming Pool | minimum \$100 |
| Miscellaneous, Carport, Drive Approach | \$75 |

Trade Permit Fees

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

Commercial Building Permit Fees

| | |
|---|---|
| New Commercial Remodel | \$0.21 per SF; \$75 min. |
| Commercial Accessory Bldg. | \$9 per \$1,000 value; \$75 min. |
| (Com) Swimming Pool | \$9 per \$1,000 value; \$75 min. \$100 |
| Miscellaneous, Drive Approach, Cellular Tower | \$75 |

Engineering Fees

Engineering Plan Review
 Actual Cost to City if Third Party Review is Necessary

Construction Fees

Construction Inspection 1% of Public Improvement Valuation

City of Robinson is now utilizing MyGov for permits and inspections. All Contractors will need to register.
<http://www.robinsontexas.org/236/Permits-Inspections>

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

*****Provide the appropriate submittal checklist with this application.*****

RESIDENTIAL 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.
- 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.
- Plot Plan indicating property boundaries, existing trees to remain and/or be removed, building foot print, paving, fencing, and critical dimensions of structures from properties lines and other structures.
- Sidewalk details, residential driveway detail, pavement repair detail for street cuts, and fencing details as necessary.
- 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.
- Engineer's Foundation Inspection Report.
- Structural Framing and Roof Plans sealed by a professional engineer.
- Floor Plans to scale, indicating the use of each room/area, and door/window schedule.
- Floodplain Development Permit Application and flood proofing plans if located within FEMA designated floodplain.
- Mechanical, and Plumbing Plans indicating compliance with 2018 IRC and Electrical Plans indicating 2017 NEC compliance.
- Rescheck, Simulated Performance Path, or otherwise approved energy plans indicating compliance with 2018 IECC.
- Final Energy Compliance Report indicating compliance with 2018 IECC required prior to final inspection.
- Provide electronically or two (2) hardcopies of all development material. Copies to be at least 8.5" x 11" readability.
- Form board survey sealed by a professional surveyor is required prior to pouring foundation and pre-pour inspection and plumbing rough-in 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 2018 IBC, IMC, IPC, IFC, & 2017 NEC.
- Comcheck or otherwise approved energy calculations indicating compliance with 2018 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.



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 electronically to the City of Robinson, Planning and Development Department at permits@robinsontexas.org.

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.