

# RESIDENTIAL CONSTRUCTION PERMIT APPLICATION

## City Of Wolfforth Department of Planning and Development

**Project Information:**

Project Street Address: \_\_\_\_\_  
 Property Legal Description: Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_  
 Builder: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 Builder Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Authorized Contact Person: \_\_\_\_\_ Phone#: \_\_\_\_\_

**Application for:**

- |   |  |
|---|--|
| <input type="checkbox"/> New One Family Dwelling        | <input type="checkbox"/> Addition              |
| <input type="checkbox"/> New 2 Family Dwelling (Duplex) | <input type="checkbox"/> Remodel/Alteration    |
| <input type="checkbox"/> New Townhouse                  | <input type="checkbox"/> Accessory Building    |
| <input type="checkbox"/> New Garden Home                | <input type="checkbox"/> Other (Specify) _____ |

**Date & Time Received  
(Office Use Only)**

**Project square footage and valuation information:**

Gross Building Floor Area Under Roof (Sq. Ft.) (Include combined area if a two family dwelling)	Heated & Cooled? (Y/N), If Yes, enter in Living Area Column	Living Area (Sq. Ft.)	Market Value <small>Valuation not required by HB852. If no information is provided we will value the project at the most current ICC valuation.</small>
Basement			<b>(A) Value of Improvements:</b> \$ _____
First Floor			
Garage	No		
Second Floor			<b>(B) Value of Lot:</b> \$ _____
Roofed Porches/Patios	No		
Other			<b>Total Market Value (A + B):</b> \$ _____ (This amount reported to outside agencies)
<b>Total Area:</b>	<b>Total Living Area for reporting &amp; permitting purposes:</b>		

**Misc. Building Information (New Construction Only- Check all that apply; Review keyed notes in parentheses):**

All Electric     Gas-fired heating     Gas-fired water heater     Irrigation system included (1)     Fence included (2)  
 Corner Lot (3)     4' Property-line sidewalk (4)     5' or 6' Curb-back sidewalk (5)     Rear-entry garage (6)

**IS A TPDES CONSTRUCTION PERMIT REQUIRED?**     Yes     No    (See Note 6 on reverse)

(If yes, submit a SWPPP plan with all attachments to the Storm Water Department)

By my signature below I certify that I am the legally authorized agent of the owner for purposes of obtaining the permit requested and all subsequent communications and business related thereto. I further certify that all of the information included above and in accompanying documents is true and complete, and that I have read and understand the information on the reverse of this form. I understand that application for a permit and payment of fees does not guarantee approval of a permit, and that if said permit is issued it does not constitute permission to violate any provision of the technical codes governing the work, whether identified pursuant to plan review or not.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

Department of Planning and Development Website address: <https://plans1@wolfforthtx.us>

**Submittal Requirements:**

**Building Contractor Registration (See Separate Application)**

**Survey Certificate:** Prepared by a licensed surveyor (new construction only)

**Architectural Review:** Current developments requiring architectural review include Preston Manor, Ironhorse, Preston Hollow, and Windsor at Preston Manor. ARC approval can be emailed to plans1@wolfforthtx.us

**Flood Plain Elevation Certificate:** If the survey certificate determines that the project is in a FEMA special flood hazard area, an Elevation Certificate must accompany the survey certificate. The finished floor elevation must be verified when construction is complete, and a second “as built” certificate submitted to the City prior to scheduling of the final inspection.

**TCEQ Notice of Intent (NOI) Form** (See Notes 7 & 8 below)

**Construction Documents (2 complete sets):**

- a. **Site Plan;** to scale, showing building footprint (s), all easements, improvements, flatwork, minimum building setbacks and existing & proposed utility locations and tie-ins;
- b. **Floor Plan;** to scale, showing proposed room layout, window and door locations and sizes; *show locations of required wall bracing with notes indicating method of bracing (effective June 1, 2004);* Also include electrical, plumbing and mechanical information.
- c. **Foundation Plan & details;** to scale, showing dimensions and location of all footings and beams, slab thicknesses, and size and spacing of reinforcement;
- d. **Elevations;** to scale, with all windows, (temp. glass in hazardous locations) doors, chimneys, and other significant architectural features shown;
- e. **Wall Sections** for the following only:
  - a. **(Two family dwellings “duplexes” only)** interior tenant separation walls required to be provided with one hour of fire-resistance;
  - b. **(Town homes only)** party walls required to have two hours of fire-resistance rating;
  - c. **(Garden homes and all others)** exterior walls required to have one hour of fire-resistance due to being closer than 3’0” to an interior property line. **Note: Openings are not permitted in exterior walls closer than 3’ to the property line.**
- f. **Proof of Energy Code Compliance (New Construction):** Demonstrate compliance with the 2009 International Energy Conservation Code through calculations in a tabular format or through submittal of a RESCHECK report. Free download of the software necessary to generate this report is available at the Department of Energy website: <http://www.energycodes.gov>.

**Deferred Submittals:**

**Engineered truss system** layout and individual truss design diagrams, where applicable (these do not have to be submitted with the permit application, but must be submitted to the plan examiner prior to permit approval and be on-site with the construction documents for purposes of framing inspection); other engineered elements require submittal as well. Ask the plan reviewer for details.

**Keved Notes from Front Page**

- 1) Irrigation permit required. Backflow preventer must be inspected and approved by the Water Utilities as well as certified upon installation and periodically by a licensed backflow tester. Contact Water Utilities for more information
- 2) Fences on new construction do not require a separate permit; no fence shall encroach on public right-of-way or the 25’ vision clearance triangle at roadway intersections.
- 3) A curb ramp meeting City specifications must be installed and approved prior to final inspection approval; check City of Wolfforth web page for applicable specs on construction and ADA/TAS accessibility.
- 4) Check City of Wolfforth web page for applicable specs on construction and ADA/TAS accessibility; provide 36” clearance around obstacles
- 5) See (4) above; also, minimum 6’ width required along thoroughfares; check with Planning Department for street classifications and applicability
- 6) **Determining Stormwater Construction Permit Coverage**

Determine area disturbed by construction site.

Determine if the construction site is part of a larger common plan of development or sale. (i.e., subdivision)

Determine the **Total Area** disturbed by the larger common plan of development or sale.

If the **Total Area** disturbed is less than 1 acre, No Storm Water requirements other than keeping the project site, street and alley clean of pollutants.

If the **Total Area** disturbed is greater than or equal to 1 acre but less than 5 acres, must follow the TPDES Construction General Permit and submit a SWPPP and Small Construction Site Notice to the Storm Water Department.

If the **Total Area** disturbed is greater than 5 acres, NOI is required through TCEQ as well as a SWPPP and copy of the NOI must be submitted to the Storm Water Department.

(SWP3 must be written prior to obtaining authorization (submitting either an NOI or Small Construction Site Notice) SWP3 must be prepared so that it provides compliance with terms and conditions of TPDES Construction General permit TXR150000.)

**Submittal of the above information with a fully completed application is required in order to process the Permit in a timely manner. Omission of any information will cause the review to be delayed until the information is received.**

# IRRIGATION SYSTEM SUPPLEMENT

(To accompany all One and Two Family Dwelling Permit Applications)  
 City Of Wolfforth  
 Department of Planning and Development

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

Builder: \_\_\_\_\_ Phone # \_\_\_\_\_

Plumber: \_\_\_\_\_ Phone \_\_\_\_\_

**Please answer the following questions regarding lawn irrigation for this project:**

<b>Will the project be provided with an in-ground lawn irrigation system constructed by you, your subcontractor, or by others at any time prior to your completion of the building and receiving final inspection approval of same?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
<b>Will the building be served with water from the City of Wolfforth?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Is there a water well on the premises, or will one be installed by you, your subcontractor, or by others at any time prior to completion of the building and your receiving final inspection approval of same?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
<b>If you answered "Yes" or "Unknown" to the above, please be advised of the following:</b>	
1) If there is a water well on the premises, whether used for irrigation or any other purpose, State and City regulations require the installation of a reduced pressure assembly (sometimes referred to as a reduced pressure zone, or RPZ)-type backflow prevention device on the domestic water supply at the point of service to the residential dwelling. This is necessary to protect the public water supply from sources of water of unknown quality should a cross-connection occur. RPZ-type backflow preventers have specific installation requirements, among which are installation above ground and installation within an insulated box, among others. Consult the plumbing code, as amended locally, for specific requirements.	
2) If it is determined that a well exists on the premises at the time that a plumbing or building final is due on the main building, and a backflow device of the appropriate type has not been installed on the domestic line, the plumbing or building final, as appropriate, cannot be approved until corrections are made. Unfortunately, this is true regardless of whether or not the well installation is within the builder's control. Please exercise appropriate due-diligence.	
3) The backflow device on the domestic line can only be installed by a Texas licensed plumber pursuant to plumbing permit issued by the City of Wolfforth. This work is not covered by any irrigation permit that may have previously been issued.	

I hereby acknowledge my receipt and understanding of the information above:

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Printed Name

\_\_\_\_\_  
 Date

**Application for Utility Services:**

- All builder accounts will be billed for water services and usage during construction
- After construction is complete, the bill will include sewer and garbage services
- Builders are responsible for the meter and meter box once it has been placed by the City of Wolfforth

# STORM SHELTER/SAFE ROOM SUPPLEMENT

(To accompany all One and Two Family Dwelling Permit Applications)

City of Wolfforth

Department of Planning and Development

Please answer the following questions regarding storm shelter/safe room for this project:

<b>Will the project be provided with a <u>safe room</u> constructed by you, your subcontractor, or by others at any time prior to your completion of the building and receiving final inspection approval?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Will the project be provided with a <u>storm shelter</u> constructed by you, your subcontractor, or by others at any time prior to your completion of the building and receiving final inspection and designed in accordance with NSSA-500 standards?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If you answered "Yes" to either of the above, please be advised of the following:</b>  1. Safe rooms are generally "hardened" rooms (sometimes referred to as "secure" or "panic" rooms), are for the homeowner's security and are not intended to provide safe harborage from a storm event.  2. Builders and their customers need to be aware that storm shelters are required to be constructed in accordance with NSSA-500 and to include FEMA standards with the plans. The standards generally include a requirement that the storm shelter structural elements be isolated from the framing and other components of the home itself (the "host building") or the home must be designed in accordance with the elevated wind loads in the same manner as the storm shelter. Other requirements, such as listed doors, also apply. See NSSA-500 for more information.  3. Referring to a "safe" or "hardened" room as a "storm shelter", or marketing such a room as suitable for use as a safe harborage from a tornado or other storm event when the same does not meet appropriate standards is misleading and can be deemed to be a violation of the International Residential Code. Such practices can potentially put the homeowner in peril, and must be avoided. You are advised also to ensure that the homeowner and any sales persons are aware of the difference.	

I hereby acknowledge my receipt and understanding of the information above:

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date