

City of Bellaire

(Revised 9.2019)

APPLICATION FOR RESIDENTIAL BUILDING PERMIT

7008 S. Rice Avenue
 Bellaire, TX 77401
 O: 713-662-8230 | F: 713-662-8233
 E-mail: inspections@bellairtex.gov

Job Address:		Is This Property Located in the Flood Hazard Area?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Work to Be Performed:				
<input type="checkbox"/> New Construction	<input type="checkbox"/> Addition	<input type="checkbox"/> Alteration	<input type="checkbox"/> Fireplace	<input type="checkbox"/> Generator
<input type="checkbox"/> Remodel	<input type="checkbox"/> Repair	<input type="checkbox"/> Concrete/Flatwork	<input type="checkbox"/> Swimming Pool	<input type="checkbox"/> Solar Panel

Scope of Work:	Work Description: (Fill In All Applicable Fields)
<hr/> <hr/> <hr/> <hr/> <hr/>	Construction Cost: \$ _____ Project Working Area (in sq. ft.) _____ Current Lot Coverage%: _____ New Lot Coverage% (if changing): _____ HCAD Valuation: _____

All communication from our office regarding your permit will be made to this person (please select one):
<input type="checkbox"/> Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Architect/Engineer

Property Owner Information:			
Is this permit being pulled as property owner? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<i>(If so, you will need to provide a copy of your homeowner's liability insurance)</i>			
Owner Name:		Owner Phone No:	
Mailing Address:	Street _____	City _____	State _____ Zip _____
E-mail Address:			

Contractor Information:				
Company Name:				
Company Address:	Street _____	City _____	State _____	Zip _____
Company Phone No:			Contact Phone No:	
E-mail Address:				

Architect/Engineer Information (if applicable):			
Architect/Engineer Name:		AIA/P.E. License #:	
Firm Name:			
Firm Address:	Street _____	City _____	State _____ Zip _____
Company Phone No:			Contact Phone No:
E-mail Address:			

Subcontractor Information (If applicable. This section will need to be filled out by time of permit submittal):			
Framing Contractor			
Company Name:		Company Phone No:	
Mailing Address:	Street	City	State Zip
Concrete Contractor			
Company Name:		Company Phone No:	
Mailing Address:	Street	City	State Zip
Exterior Finish Contractor			
Company Name:		Company Phone No:	
Mailing Address:	Street	City	State Zip

Additional Documents

Additional documents may be required. (2) Copies of documentation will need to be submitted with the following permit applications:

Remodeling:

If adding square footage to the property, an original dated boundary survey showing all recorded easements & lot coverage

Fences:

An original dated boundary survey highlighting work area

Sidewalks:

An original dated boundary survey showing the street right-of-way

Flatwork:

An original dated boundary survey showing all easements & lot coverage, for additions to lot coverage, repairs or "as is" replacements

Swimming Pools:

Pool/spa plans, an original dated boundary survey showing all easements & lot coverage, engineered drainage plan, energy compliance certification & a separate tree disposition plan

Auxiliary Generator:

An original dated boundary survey showing all easements & lot coverage and location of the pad, to the required setbacks, one-line diagram, gas riser diagram & generator specs

Solar Panel:

Structural Drawings and wiring diagram

Notice

- Separate permits are required for electrical, plumbing, heating, ventilating and air conditioning. This permit becomes null and void if work or construction authorized is not commenced within 180 days of issuance, or if construction or work is suspended or abandoned for a period of 180 days at any time after work begins.
- I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.
- The granting of permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.
- The City of Bellaire does not establish the property lines or the location of fences on the property. It is the responsibility of the applicant to provide information regarding the exact location of the property line and to ensure that the fence is placed at the correct location on the property. **The City of Bellaire does not enforce Deed Restrictions. Approval of plans by the City does not indicate compliance with Deed Restrictions.**
- Approved permit applications, plans and corresponding paperwork will be kept in our office for 90 days from the date of approval. You will be notified that your permit has been approved by telephone. **In the event that the permit is not paid for or canceled within that 90-day period, it will be destroyed. To resubmit, the contact will have to start the permit review process over again.**

A plan check fee is due upon submittal of plans. A separate permit fee will be charged upon issuance.

Contractor Signature: _____

Date: _____

(Staff Use Only)

Approved

Plan Reviewed & Approved by: _____

Date: _____