



## Flatwork, Decking & Driveway

1. Permit Application Completed
2. Copy of the Survey
3. Must Show All Proposed Setbacks
4. Home Owner Affidavit Form
5. Home Owner Association Approval (if applicable)
6. Area Calculation Form
7. Memorial Village Water Authority Approval
8. Person Responsible for Job Site Form
9. City of Piney Point Work Hours Form
10. List All Steel Detail and Concrete Specifications
11. Approach and Curb Cut Details (if applicable)
12. Provide Where Driveway Meets Garage Detail
13. Must Submit 4 copies of Drainage Plan (if applicable)
14. Complete Tree Disposition Form (if trees are to be removed) Must follow Tree Ordinance

**Notes;** Driveway and flatwork permits require plan review by the plan examiner and City Forester. Temporary tree protection fencing may be required or modified if a new construction project. Drainage may be required. Please review cities drainage ordinance. Clean outs cannot be covered by any concrete. A driveway steel and a driveway final are required for this permit. Indicate if additional partial inspections will be required. All flatwork, brick pavers and concrete surfaces are counted into your lot coverage calculations. If a new construction project and drainage was previously approved you will need to attach a copy of the city approved drainage plan to your proposed driveway plan. Both the proposed driveway and drainage plan must match. By enlarging or changing the configurations of the driveway it may require you to revise your original drainage plan. Call 811 before scheduled digging.

### Building Codes IRC 2012

Plan Examiners; Jason Bienek, Jeff Ybarra & Cary Moran, City Forester

Form Updated, ara, 01.09.2018

The City of Piney Point Village  
7676 Woodway, Suite 300, Houston, TX. 77063  
Telephone: 713.782.1757 Fax: 713.782.3178

## PERMIT APPLICATION REQUEST

### PROPERTY OWNER INFORMATION

DATE: \_\_\_\_\_  
SITE ADDRESS: \_\_\_\_\_  
LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_ SUBDIVISION: \_\_\_\_\_  
PROPERTY OWNER: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_ MOBIL: \_\_\_\_\_  
FAX NUMBER: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

### CONTRACTOR INFORMATION

CONTRACTOR COMPANY NAME: \_\_\_\_\_  
CONTACT NAME: \_\_\_\_\_ STATE LICENSE# \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ MOBIL: \_\_\_\_\_  
FAX NUMBER: \_\_\_\_\_ E-MAIL: \_\_\_\_\_  
TOTAL COST OF IMPROVEMENTS:\$ \_\_\_\_\_

### TYPE OF PERMIT

NEW RESIDENCE:	SWIMMING POOL	ACCESSORY STRUCTURE:
PLUMBING:	FENCE:	FIRE SPRINKLER:
ELECTRICAL:	CULVERTS:	IRRIGATION SPRINKLER:
HVAC:	DRAINAGE:	DRIVEWAY/FLATWORK:
ADDITION:	REMODEL:	ROOF:
GENERATOR:	DECKING:	OTHER:

### JOB DISCRIPTION/DETAIL SCOPE OF WORK

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**NOTE:** No use of any building is permitted without a Certificate of Occupancy, including the storage of any items. Use of building prior to issuance of a Certificate of Occupancy will require the gas and electric to be terminated. Not to exclude other penalties. The City of Piney Point Village has the right to include the current resident/home owner in every aspect of the building permitting process.

THE UNDERSIGNED, IN ACCORDANCE WITH PROVISIONS OF THE BUILDING AND ZONING ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, HEREBY APPLIES FOR THE PERMIT DESCRIBED HERIN. APPLICANT HERBY CERTIFIES THAT ALL PROVISIONS OF BUILDING LAWS AND ORDINANCES WILL BE COMPLIEDWITH AND THAT ALL STATEMENTS MADE HEREIN ARE TRUE AND CORRECT.

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SIGNATURE OF APPLICANT

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PRINT NAME OF APPLICANT

I ACKNOWLEDGE THAT I HAVE RECEIVED AND REVIEWED ALL OF THE FORMS AND DOCUMENTS LOCATED IN THE BUILDERS HANDBOOK FOR CONSTRUCTION.

(not required)

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SIGNATURE OF HOMEOWNER

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PRINT NAME OF HOMEOWNER

# Area Calculations Form

**Property Address:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Type of Permit:** \_\_\_\_\_

**Area of Lot:** \_\_\_\_\_ **Square Footage:** \_\_\_\_\_

## Lot Coverage Calculations

	Existing Area	Proposed Area	Total Area
<b>Main Structure (Total Covered Area)</b>			
<b>Accessory Structure</b>			
<b>Driveways, Walkways &amp; Sidewalks</b>			
<b>Pool and Pool Decking</b>			
<b>Total Lot Coverage</b>			

### Percent of Lot Coverage by Main Structure:

<b>Area of Main Structure/ (divided by)</b>	<b>Area of Lot      =</b>	<b>30% Max Coverage</b>

### Percent of Lot Coverage by Main Structure:

<b>Total Lot Coverage/ (divided by)</b>	<b>Area of Lot      =</b>	<b>50% Max. Coverage</b>

**Reference, City of Piney Point Code of Ordinances, Chapter 74- Section, 244. Regulations. (g)**

The undersigned, in accordance with the provisions of the Zoning Ordinance of the City of Piney Point Village, hereby certifies that all statements made herein are true and correct.

**Signature of Property Owner and/or Applicant:** \_\_\_\_\_

**Name of Company:** \_\_\_\_\_

THE STATE OF TEXAS

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§  
§  
§  
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DEED RESTRICTION AND  
DEVELOPMENT PLAT  
AFFIDAVIT FOR  
RESIDENTIAL  
BUILDING PERMIT

COUNTY OF HARRIS

ADDRESS OF PROPERTY: \_\_\_\_\_  
TYPE OF PERMIT: \_\_\_\_\_

Before me, the undersigned authority, on this day personally appeared \_\_\_\_\_ (Type or legibly print name of affiant) who being first duly sworn by me, on her/his oath deposed and said the following:

"This affidavit is given in connection with the application for a building permit that is attached hereto. I am eighteen years or older, and I am of sound mind. I have personal knowledge of the facts set forth in this affidavit including, without limitation, personal knowledge of the title to the real property to which the building permit application appertains, of the plans and specifications for the work to be performed under the building permit, if issued, and of the intended use of the improvements to be constructed thereunder.

(a) (Each Affiant must initial (1) or (2) as applicable):

- (1) \_\_\_\_\_ I am owner of the real property to which this building permit application appertains.  
(2) \_\_\_\_\_ I am the duly designated agent of the owner or owners of the real property to which this building permit application appertains, and I have been expressly authorized by the owner or owners to make this affidavit on their behalf

(b) (Each affiant must initial this term):

\_\_\_\_\_ The building permit application to which this affidavit appertains is for the repair, remodeling or construction of a single family detached residence or auxiliary structure thereto (e.g., a garage) that is designed and intended for single family residential use exclusively.

(c) As used in this part (c), the term 'deed restrictions' means any and every restriction or covenant running with and affecting the use and enjoyment of the land that is contained in or incorporated by reference in a properly recorded plan, plat, re-plat, deed or any other instrument affecting a subdivision or portion thereof inside its boundaries that relates in any manner to the property to which this building permit application appertains. The term shall not include any covenant or restriction that has expired through lapse of time by its own terms without renewal, revival or extension. Additionally, the term shall not include any covenant or restriction to the extent, that it has expressly been declared invalid by final order of a court of competent national origin of persons who may enjoy the use of the property. (If there are no deed restrictions, then the affiant shall initial item (1) below; if there are deed restrictions then the affiant must initial and complete item (2) below.)

(1) \_\_\_\_\_ I am personally familiar with the title to the real property to which this building permit application appertains, and I swear that this property is not encumbered by any deed restrictions.

(2) \_\_\_\_\_ I am personally familiar with the title to the real property to which this building application appertains, and I have personal knowledge that this real property is encumbered by deed restrictions, which provide, in part, as follows:

(3) \_\_\_\_\_ Nothing on the submitted plans will violate any deed restrictions.

Uses authorized: \_\_\_\_\_  
Setbacks: \_\_\_\_\_  
Front: \_\_\_\_\_ Back/rear: \_\_\_\_\_  
Side/interior: \_\_\_\_\_ Side street: \_\_\_\_\_  
Minimum/maximum lot size: \_\_\_\_\_ Minimum/maximum house size: \_\_\_\_\_  
Number of stories authorized: \_\_\_\_\_ Number of structures authorized: \_\_\_\_\_

\_\_\_\_\_  
Application-Affiant

SWORN TO AND SUBSCRIBED before me, the undersigned authority on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to certify witness my hand and seal of office

\_\_\_\_\_  
Notary Public in and for the State of TEXAS

**CITY OF PINEY POINT VILLAGE  
NEW CONSTRUCTION PERMITS  
TREE DISPOSITION PLAN**

Date: \_\_\_\_\_

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

SQ FT of Property: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail \_\_\_\_\_

Owner: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

The following items must be attached:

\_\_\_\_\_ Trees Removed YES \_\_\_\_\_ NO \_\_\_\_\_

\_\_\_\_\_ Tree Survey (signed by a Certified Forester)  
Species, Trees 3" > DBH  
Narrative/Report on Trees  
i.e. removals, replacements, treatments

\_\_\_\_\_ Proposed Site Plan

Project: (Please circle one of the following)

New Single Family Dwelling    Remodel/Addition    Pool

Garage    Demolition    Tree Removal    Other

*driveway  
flatwork*

I hereby certify that I have completed the above information to the best of my ability.  
I understand that any information submitted in error will result in  
Tree Disposition Plans and Surveys being returned and an additional re-checking  
fee being assessed.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (print) \_\_\_\_\_ Title \_\_\_\_\_

City Forester \_\_\_\_\_ Date \_\_\_\_\_

**NO OTHER TREE REMOVALS WITHOUT REVISED TDP AND CITY APPROVAL**



## Important Contractor Notification &

## Acknowledgement!

**No Work On Sundays!!**

### **Sec. 10-1. Time limitations on building activities.**

(a) It shall be unlawful for any person to cause, permit or perform any construction, renovation, alteration, repair or demolition of any building or structure, or any excavation related thereto, within the city, except between the hours of 7:00 a.m. and 7:00 p.m. on Mondays through Fridays, and between the hours of 8:00 a.m. and 6:00 p.m. on Saturdays.

(b) The provisions of subsection (a) shall not apply to any construction, renovation, alteration, repair, demolition or related excavation for which a city permit is not required, or to any such work performed within an enclosed building or structure and for which the noise therefrom is inaudible from all adjacent properties.

(c) The city building official is hereby authorized and directed to issue stop work orders as are necessary to assure compliance with the provisions of this section.

(d) Any person who shall violate any provision of this section shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined as prescribed in section 1-11.

(Ord. No. 777, §§ 2--5, 8-22-94)

**Cross references:** Environment, ch. 26.

### **Sec. 10-5. Penalty.**

Any person who shall violate or cause to be violated any provision of this chapter or who shall fail to comply herewith, or with any of the requirements hereof, or who shall erect, construct, alter, repair, move or demolish any structure, or who shall have erected, constructed, altered, repaired, moved or demolished a building or structure in violation of a detailed statement or drawing submitted and approved hereunder shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined as provided in section 1-11.

(Ord. No. 875, § 2, 11-26-01; Ord. No. 884, § 1, 6-24-02)

I have read all of the contractor work hours for the City of Piney Point Village & acknowledge the required work hours and violations. I am aware that no work shall be performed on Sundays for projects that are currently under construction.

Date: \_\_\_\_\_

Signature of applicant: \_\_\_\_\_

Print name of applicant: \_\_\_\_\_

Project address: \_\_\_\_\_

Project type: \_\_\_\_\_



## Builder Responsible for Construction Correspondence:

Date: \_\_\_\_\_

Permit Number: P# \_\_\_\_\_

Property Address: \_\_\_\_\_

Name of Responsible Party: \_\_\_\_\_

Title: \_\_\_\_\_

Example: superintendent

Contact Phone Numbers: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

Home: \_\_\_\_\_

e-mail: \_\_\_\_\_

Estimated build out time: \_\_\_\_\_

If any of this information changes or you are no longer in charge of the property as indicated above please contact the city of the update and/or change. The City of Piney Point Village can contact the current owner of the property for example the property owner to discuss any construction activity while the building is still under a permit and all final inspections have not been finalized with the city.

*Annette R. Arriaga*

Building Official

Official Form Date 10.18.07





# MEMORIAL VILLAGES WATER AUTHORITY

8955 GAYLORD DRIVE, HOUSTON, TEXAS 77024-2903

PH: 713-465-8318

FAX: 713-465-8387

## APPLICATION FOR CONSTRUCTION PROJECT APPROVAL

(TYPE OR PRINT) Incomplete or illegible applications may be delayed in processing.

Date: \_\_\_\_\_

PROJECT LOCATION

APPLICANTS NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

RETURN ADDRESS: \_\_\_\_\_ CITY OF: Hedwig – Hunters Creek – Piney Point  
(if different than project address)

City, State, Zip: \_\_\_\_\_ SIGN: \_\_\_\_\_

(HM) \_\_\_\_\_ (Ofc) \_\_\_\_\_ (Cell) \_\_\_\_\_

**THIS APPLICATION IS FOR:** (check all that apply)

Fence Construction (Submit plans)  Driveway/sidewalk (Submit plans)  Drainage Plan (Submit plans)

Other - Describe: \_\_\_\_\_  
(Submit construction plans if applicable)

COMMENTS: \_\_\_\_\_

**NOTE:** ALL PLANS SHALL SHOW LOCATION OF EXITING WATER METER(S), SANITARY SEWER CLEANOUTS, MANHOLES, FIRE HYDRANTS, WATER VALVES and EASEMENTS.

### MVWA ACTION TAKEN

APPROVED  APPROVED as noted  RE-SUBMIT as noted  DENIED as noted

Fence Construction - \_\_\_\_\_

Driveway/sidewalk - \_\_\_\_\_

Drainage Plan - \_\_\_\_\_

Other - \_\_\_\_\_

Acknowledgement by Owner/Representative

MVWA Official

Print Name, Initial & Date \_\_\_\_\_

\_\_\_\_\_



# City of Piney Point Village

7676 Woodward Suite 300  
 7721 SAN FELIPE #100  
 HOUSTON, TEXAS 77063-1629

TELEPHONE (713) 782-0271  
 FAX 782-0284  
 3178

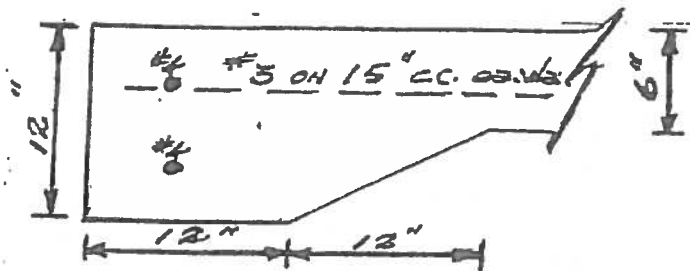
## Driveway and Approach Specifications

-Concrete-

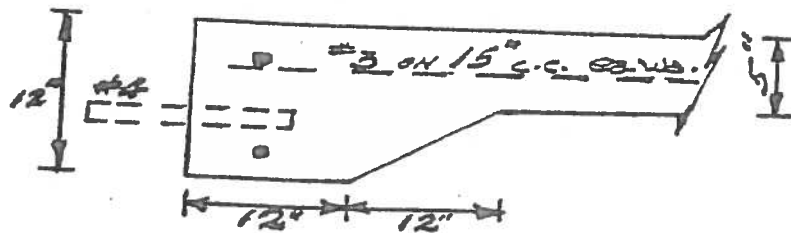
Concrete driveways shall be minimum of five (5) inches of 3,000 psi concrete, reinforced with #3 rebar on 15" centers each way, set on chairs at 48" centers each way.

Install one (1) inch expansion joints for depth of concrete at twenty foot (20') maximum centers, with #4 dowels x 12" with plastic sleeve on one end at 24" centers.

The approach from the street to the property line shall be a minimum of six (6) inch, 3,000 psi concrete, reinforced as in item #1. Provide a minimum of 12" x 12" beam at connection to street, with additional #4 rebar top and bottom of beam.



Where the driveway meets the garage slab, install #4 dowels by 24" with plastic sleeve on one end of dowel on 24" centers and additional #4 bar top and bottom of beam.



NOTE: Welded wire mesh shall only be permitted in sidewalk construction. The addition of poly mesh is acceptable in lieu of reinforcing of sidewalks.

- Flexible Base Pavement (for asphalt and paver surfacing) -

A minimum of six (6) inches of flexible base or the equivalent of base and asphalt surfacing. At the garage and the approach to the street, the edges shall be thickened to a minimum of 15" x 15".

In the ROW (between property line and street) the base shall be a minimum of eight (8) inches of flexible base with 2" of Hot Mix Asphaltic Concrete surfacing.

5 feet from property lines.

**Sec. 74-244. Regulations**

(f) *Building area.* The building area, exclusive of driveways and uncovered walkways, shall not exceed 30 percent of the lot area, exclusive of roadway easements; and the building area, inclusive of all structures (including driveways, tennis or other play courts, uncovered walkways, all other structures and impervious surfaces), shall not exceed 50 percent of the lot area. *Impervious surface* shall be any material applied to the surface of land which does not permit the natural infiltration or passage of water into the ground.

(g) *Overhang into yard space.* No balcony, porch or eave of any kind may extend into or over any required yard or building line a distance of more than 36 inches.

**Sec. 74-245. Supplementary district regulations.**

(a) *Visibility at intersections.* On a corner lot vegetation shall not be planted or allowed to grow in such a manner as to impede vision between a height of three feet and ten feet above the center line grades of the intersecting streets in the area bounded by the street lines on the corner lots and a line joining points along the street lines 30 feet from the point of the intersection.

(b) *Driveways, walkways and sidewalks.* Notwithstanding any other provision of this chapter, driveways, walkways and sidewalks are permitted in or along the edge of any required yard. However, no driveway or sidewalk shall be permitted within ten feet of the side and rear lot lines if such driveways or sidewalks are located in the rear third of the lot.

(c) *Structures to have access.* Every building shall be on a lot adjacent to a public street or an approved private street, and all structures shall be so located on a lot so as to provide safe and convenient access for servicing, emergency and fire protection.

(k) *Driveway curbcuts.* Except as provided below, it shall be unlawful for any person to cause or permit the construction of any driveway curbcut which connects a driveway with any street other than the street adjacent to the front yard of the lot upon which the driveway is situated.

(1) On a corner lot, one curbcut only shall be allowed in a side yard adjacent to a side street if and for as long as (1) no accessory building or structure (except a conforming fence) is located within the side yard containing the curbcut, (2) no garage door opening faces the street adjacent to such side yard, and such openings are at angles of not less than 90 degrees to such side street, (3) no driveway located within the front yard of the same lot is connected with the driveway utilizing such side yard curbcut. Notwithstanding the foregoing, no side yard curbcut shall be permitted on or adjacent to the following streets: Memorial Drive, San Felipe Drive, Greenbay Road, Claymore Road, Smithdale Road, Taylorcrest Road, Beinhorn Road, Hedwig Road, Piney Point Road, Blalock Road and/or South Piney Point Road.

**Sec. 10-36. Construction or alteration of certain buildings without driveways.**

(a) It shall be unlawful for any person to construct, or to make any material structural alteration to, any main building which is located more than 200 feet from the public or private street from which such building is provided access, unless such main building is served with an all-weather surface driveway, designed, constructed and maintained so as to allow immediate access to such main building by medical emergency vehicles, under emergency conditions. No gate or other similar blocking device shall be erected across any such driveway which denies immediate access by emergency medical vehicles in emergency conditions. For the purposes of this section, the term "material structural alteration" shall mean the reconstruction of more than 25 percent of the main building upon any lot, or the construction of an addition to such main building containing

square footage which exceeds 25 percent of the floor area of such main building prior to such addition.

**Sec. 50-97. Lots.**

e) *Street access limitations.* Rear and side vehicular driveway access from lots to adjacent streets designated as major thoroughfares or any other public street which carries a traffic volume where additional vehicular driveways would create a traffic hazard or impede the flow of traffic shall not be approved, and such access restriction shall be noted directly upon the plat and adjacent to the lots in question.

**Sec. 50-161. Owner's acknowledgment.**

FURTHER, owners do hereby covenant and agree that all of the property within the boundaries of this plat shall be restricted to provide that drainage structures under private driveways shall have a net drainage opening area of sufficient size to permit the free flow of water without backwater and in no instance have a drainage opening of less than one and three quarters square feet (18-inch diameter) with culvert or bridges to be provided for all private driveways or walkways crossing such drainage facilities.

**Sec. 74-1. Definitions.**

*Structure* shall mean anything constructed or erected that requires location on the ground, or is attached to something having a location on the ground, including but not limited to signs, fences, walls, water fountains, ponds, air-conditioning/heating equipment, swimming pool motors and filters, gazebos, tennis/sports courts, driveways, walkways, poles, and buildings, whether of a temporary or permanent nature.

(1) *Yard, front,* means a yard extending across the front of a lot between the side lot lines and being the horizontal distance between the street line providing access to such lot and the main building other than the usual uncovered steps, sidewalks and driveway

**Sec. 74-151. Required**

f. The exact sizes and locations on the lot of any driveways or other structures to be constructed, including the calculations of the square foot footprint of all existing and to be constructed structures.