

New Additions

- 1. Permit Application Completed
- 2. Detailed Scope of Work
- 3. Copy of Survey Required
- 4. Two Complete Sets of Plans
- 5. Construction Plans Must List the Property Address
- 6. Construction Plans Must List All of the Proposed Setbacks
- 7. A Pre-Construction Site Pan is Required
- 8. Memorial Village Water Authority Approval
- 9. Area Calculation Form Completed
- 10. Fire Sprinkler Acknowledgement Form (if applicable)
- 11. Drainage Acknowledgement Form (if applicable)
- 12. Home Owner Association Form
- 13. Energy Conservation Approval
- 14. Electrical Load Analysis Form (All Electrical, Copper and Underground Only)
- 15. Work Hours Form
- 16. Person Responsible for Job Site Form
- 17. Tree Disposition Application
- 18. Drainage May be Required (See Drainage Criteria) (if applicable)
- 19. List All Codes to be Used
- 20. Provide Detail Sheets of Electrical, Mechanical and Plumbing
- 21. All Structural Plans Must be Stamped and Signed by Professional Engineer of Record
- 22. All Architectural Plans Must be Stamped and Signed by the Registered Architect of Record
- 23. Plans Drafted and Designed by a Designer Must Include the Name, Address and Design Firm
- 24. Show all New Stair Details
- 25. Show Foundation and Framing Details
- 26. Framing Detail Sheets Must Meet the 110 MPH Wind Loads

- 27. Show All Over Hand Details
- 28. Show All Tempered Windows and Doors (Must be labeled w/ TEMP)
- 29. Show Structure Height Details
- 30. If Installing a New Elevator, Must Be State inspected by Third Party, Must be Engineered
- 31. Friendly Resident Neighbor Notification Letters (Residents within 200 ft. of the Construction Site, Must be Notified, Front, Back & Side of the Construction Property Site) Letters Must be Stamped
- 32. Additional Information May be Required Subject to the Project Scope of Work
- 33. A Pre Submittal meeting is required and is by Appointment Only!
- 34. Please allow up to two weeks for plan review

Notes: A Temporary tree protection fencing inspection, temporary drainage and a pre-construction site inspection is required before a general permit can be issued. Any required variance, must have Board approval prior to issuing the building permit.

Plan Examiner;

Mike Peloquin

Form Updated, ara, 01.02.2014

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:	SUBDIVISIC	N:	
PROPERTY OWNER:_				
MAILING ADDRESS:_		STATE	ZIP	
PHONE NUMBER:		MOBIL:		
FAX NUMBER:		E-MAIL:		
	CONTRA	CTOR INFOR	RMATION	
CONTRACTOR COMP	ANY NAME:	es the High	ELIPTA PARAMANA	
CONTACT NAME:		STATE LICENSE#		
MAILING ADDRESS:_				
CITY:	S	TATE:	ZIP	
TELEPHONE:		MOBIL:		
FAX NUMBER:		E-MAIL:		
TOTAL COST OF IMPR	OVEMENTS:\$			
	TY	PE OF PERM	IT	
NEW RESIDENCE:	SWIMMING	G POOL	ACCESSORY STRUCTURE	
PLUMBING:	FENCE:		FIRE SPRINKLER:	
ELECTRICAL:	CULVERTS:	CULVERTS: IRRIGATI		
HVAC:	DRAINAGE		DRIVEWAY/FLATWORK:	
ADDITION:	REMODEL:		ROOF:	
GENERATOR:	DECKING:	· · · · · · · · · · · · · · · · · · ·	OTHER:	
T	OR DISCRIPTION	ON/DETAILS	SCOPE OF WORK	
1	OB DISCRIPTION	JIVIDEI AIL S	COLE OL MOKK	

<u>NOTE</u>: 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 STATEMETS MADE HEREIN ARE TRUE AND CORRECT.

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.

PRINT NAME OF HOMEOWNER

SIGNATURE OF HOMEOWNER

The City of Piney Point Village 7676 Woodway Suite #300 Houston, Texas 77063 (713) 782-0271 phone (713) 782-0281 fax

THE STATE OF TEXAS	R	
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	§	DEVELOPMENT PLAT AFFIDAVIT FOR
COUNTY OF HARRIS	§	RESIDENTIAL
SOUNT OF HARRIS	§	BUILDING PERMIT
ADDRESS OF PROPERTY:		
TYPE OF PERMIT:		
Before me, the undersigned author of legibly print name of afficient	rity, on this day pe	tronally anneared
following:	the being first duly	rsonally appeared(Type y swom by me, on her/his oath deposed and said the
"This affidentit is given in a		said seld apposed said seld me
hereto. I am eighteen vears or old	onection with the	application for a building permit that is attached
IOID III this affidavit incinding wi	of and the to at	I have personal knowledge of the farts cet
Which the building permit continu	adlan .	and wice go of the life to the real property to
performed under the building per	mit, if issued, and	of the plans and specifications for the work to be intended use of the improvements to be
(a) (Each Affirm must initiately		and the disc of the improvements to be
(a) (Each Affiant must initial (1) or (2)		
(1) I am owner of the real prop (2) I am the duly designated as	erry to which this	building permit application appertains. Towners of the real property to which this building authorized by the overesty.
permit application appertains, and I have	ve heen everent.	rowners of the real property to which this building authorized by the owner or owners to make this
amoavit on their behalf		authorized by the owner or owners to make this
(D) (Each athant must initial this town).		
construction of a river and application	n to which this af	indavit appertains is for the repair, remodeling or
designed and intended for single family	ed residence or as	idavit appertains is for the repair, remodeling or miliary structure thereto (e.g., a garage) that is
(C) As used in this part (A) the town is		usi (Ci),
with and affecting the use and enjoymen	the feet and that	usively. ans any and every restriction or covenant running
Property recorded might might desired	3	To the state of the college of the state of
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its own terms without and include an	ly covenant or rest	operty to which this building penuit application riction that has expired through lapse of time by
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affiant shall initial item (1) below; if there	are deed material	perty. (If there are no deed restrictions, then the assistant must initial and complete item
(2) DGU W.)		and the citian little and complete te-
(4) SIR DEPENDATE Formities in a		
appertains, and I swear that this property is (2) I am personally familiar with	not encumbered b	v any deed restrictions
appertains and I barre some 1	the title to the re	y any deed restrictions. eal property to which this building application serily is encumbered by the
PICTUE, III DAIT, AS TOLIOTRE.	EE	The state of the s
NOTHING ON the consequent of the	tee A -	William William
Uses authorized:	will violate any de	ed restrictions.
Sethacks:		
Pront:	Back/rea	7.
Vision (m. 1	Side stree	et:
Number of stories authorized		Minimum/maximum house size:
To stories audionized;		r: et: Minimum/maximum house size: Number of structures authorized:
Application-Afficut		
CUMPATEM AND THE		
SWORN TO AND SUBSCRIBED before me 20, to certify witness my hand and seal of	, the undersigned :	authority on this
20, to certify witness my hand and seal of	office	Gay of

Area Calculations Form

Property Address					_Date: _	
Type of Permit:						
Area of Lot:		S	quare Foo	tage:_		
ot Coverage	Cal	culations				
	Exi	sting Area	Propos	ed Area		otal Area
Main Structure Total Covered Area)						
Accessory Structure						
Driveways, Walkways & Sidewalks						
Pool and Pool Decking						
Total Lot						
Coverage						
ercent of Lot Cove Area of Main Struct (divided by)		y Main Struc		3	0% Max	Coverage
ercent of Lot Cove	rage b	y Main Struct	ure:			
Total Lot Coverag	je/	Area of Lot		50)% Max.	Coverage
Reference, City of Piney	Point Co	de of Ordinances,	Chapter 74- S	ection, 24	4. Regulatio	ns. (g)
e undersigned, in accordance with tements made herein are true and gnature of Property Ov	correct. vner an					

MEMORIAL VILLAGES WATER AUTHORITY

8955 GAYLORD · HOUSTON, TEXAS 77024 · (713) 465-8318 FAX(713) 465-8387

APPLICATION FOR WATER AND/OR SEWER SERVICE AVAILABILITY

INSTRUCTIONS: This application is for the availability of (1) water and/or sewer service for a new residence, business or other commercial type property (2) water service for an irrigation system (3) meter enlargement for an existing meter (4) remodel/pool or (5) commercial fire service line. Businesses, Schools and Churches must submit specific information on the quantity of water and/or sewer capacity requested. The applicant must obtain an approval from Memorial Villages Water Authority (MVWA) granting water and/or sewer capacity before a Building Permit will be issued by any of the cities served by MVWA (Hedwig Village, Hunters Creek Village and Piney Point Village). MVWA is not required to provide water or sewer capacity greater than those available at the time of the application. Complete the application and submit in person or by mail at the address listed above, by fax at (713-465-8387) or by e-mail at (www.mvwa.org).

(TYPE OR PRINT) Incomplete or illegible applications may be delayed in product the second of the sec	PROPERTY DESCRIPTION:
APPLICANT NAME: AL	DDRESS:
RETURN ADDRESS:	HOUSTON, TEXAS 77024
APPLICANTS SIGNATURE:	
TELEPHONE NUMBER(S) Hm: () Ofc: ()	Fax: () Mobile: ()
THIS APPLICATION IS FOR: (check all that apply)	
Water Service for: Residence Business Sch	ool Church Irrigation System
Fire Sprinkler Meter Enlargen	nent Remodel or Pool
Sewer Service for: Residence Business Sch	nool Church Remodel or Pool
WATER METER(S) SIZE REQUESTED: If known at this time.	Otherwise, complete Water Meter Application Form.
DOMESTIC <u>IRRIGATION</u>	COMMERCIAL FIRE SERVICE
34-inch l-inch 34-inch l-inch	2-inch 3-inch 4-inch 6-inch
Applicants requesting residential water meters (domestic or irrigat that the demand requirements prohibit the use of the smaller meter	ion) larger than 1-inch must show written proof r.

NOTE: This application goes through a review and approval process based on the information submitted by the applicant. If approved, you will be contacted by our office and will receive an executed "APPROVAL FORM" that you will need to take to the City having jurisdiction to obtain the necessary permits. Both the City and the Water Authority require inspections of all work performed before continuous service is provided. For inspections by the Water Authority, call 713-465-8318.



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:	
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



Important Contractor Notification & No Work On Sundays!! Acknowledgement!

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 providedin 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.

ate:
ignature of applicant:
rint name of applicant:
roject address:
roject type:

CITY OF PINEY POINT VILLAGE NEW CONSTRUCTION PERMITS TREE DISPOSITION PLAN

Dunings Addungs				
Project Address:				
SQ FT of Property:				
Contractor Name:				
Phone:	Fax:		E-mail	
Owner:				
Phone:		Fax:		
The following items	must be attached:			
Trees Remove	ed YESNO_			
Spec Narr i.e. r Proposed Site		s ts, treatments		
	le one of the followin	4/3/	D1	
New Single Family I	Owelling Remode		Pool	
Garage	Demolition	Tree Re	moval	Other
I understand that any	I have completed the a y information submitt ns and Surveys being	ed in error will	result in	
fee being assessed.				
			Date	
Signature				



City Building Codes

International Residential Code IRC 2009
International Plumbing Code IPC 2009
International Mechanical Code IMC 2009
International Energy Conservation Code IECC 2009
International Fire Code IFC 2009
International Fuel Gas Code IFGC 2009
International Electrical Code NFPA 70 2011