

BUILDER'S INFORMATION PACKET

Residential Building Requirements

State Governmental Requirements shall be met. The following information shall be submitted.

TEXAS RESIDENTIAL CONSTRUCTION COMMISSION

If construction is over \$10,000.00, the builder/remodeler shall submit proof of TRCC license. (Texas Administrative Code, Title 10, Part 7, Ch. 303)

Roofers and Homeowners are exempt from this requirement.

CONSTRUCTION DOCUMENT SUBMITTALS

Three (3) copies of the complete set of construction documents are required for plan review. Construction documents must be submitted along with completed permit application form and information sheet.

All drawings and documents shall be sealed, signed, dated and designed by a State of Texas Registered Architect, Registered Engineer, Registered Interior Designer, where applicable as required by the State of Texas Engineering and Architect Practice Act. (Engineer's seal is required for slabs, truss systems and structures exceeding 5,000 square feet or a 24 foot clear span; site plans and drainage plans must be signed and sealed by an engineer licensed in the State of Texas). Drawings completed by the homeowner must show enough information for a complete plan review to be conducted. Drawings done by the homeowner only if the project is less than 50% of the taxable value, or less than 50% of the total structure.

One set of city stamped approved plans shall remain on the job site. Each plan submitted for review shall include the following information:

- A plot plan
- Engineered designed foundations will require a stamped foundation plan from the engineer of record.
- Engineered design roof systems will require a stamped roof truss design plan and roof layout plan from the engineer of record.
- Elevation drawings showing type and percent of veneer.

- ResCheck based on the 2006 International Energy Conservation Code or the International Code Compliance Calculator as provided by Texas A&M System Energy Systems Lab or a Energy Star report.
- Floor plans showing windows, doors, electrical openings, smoke detector locations, plumbing fixtures and HVAC equipment locations.

FEES

Refer to the City of Seagoville Master Fee Schedule for fees.

ADDITIONAL INFORMATION

Drawings must be drawn to scale, dimensioned and of sufficient clarity.

Permit holder is responsible for requesting and completing all required inspections.

APPLICATION FORM

Fill out application completely, please include a daytime phone number where you can be reached, list all subcontractors that apply to your job. All contractors and subcontractors must be registered with the City of Seagoville. All contractor registrations must be current, this includes the subcontractors prior to any inspections being made.

Note: Drawings containing a label such as "not for construction" or "for pricing only" will not be accepted for permit application.

PLAN REVIEW AND PERMIT PROCESSING TIME

Generally, five to seven (5-7) working days are allowed to process the permit and review the plans. Plans will be returned after the review. Stamped and written plan reviews are required to be signed for by the permit holder. Foundation plans are the only plans required to be on the job at foundation inspection. An incomplete set of plans may result in the plans being denied.

SLAB ELEVATION

Number of feet above sea level to top of slab is required for **ALL New** construction. All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage, a professional surveyor shall perform elevation adjustments. **A FEMA Certificate of Elevation will be required for construction in areas prone to flooding as designated by the Flood Insurance Rate Map (FIRM) published by the Federal Emergency Management Agency (FEMA).**

INSPECTION

Inspections typically include the following listed items and are not all-inclusive. Special inspections shall be determined by the Building Official in accordance with the International Residential Code, 2006 edition, Chapter 1, Section 109.

Required Inspections:

- **T-pole.**
 - Site address must be posted.

- **Rough plumbing.**
 - Form Board Survey showing forms are in the correct placement and no encroachments into the required building lines and easements. String lines showing the property lines in relation to the forms will no longer be acceptable. Form Board Surveys shall have a licensed surveyor's seal.
 - Water/air test on water service line to be equal or great than 50 psi.
 - Water test on building sewer and building drain to have minimum 5 foot of head pressure.
 - Air test on building sewer and building drain to have a minimum of 5-psi air test in lieu of a water test.

- **Foundation.**
 - Post tension designed foundations shall have an engineered stamped set of plans showing post tension cable layout on site.
 - Monolithic slabs shall have the approved foundation plans on site indicating depth and width of beams, size and placement of reinforcement steel.
 - A string line crossing the foundations shall be in place to check for the required minimum concrete thickness. (Minimum 3.5 inch)
 - All water piping shall be sleeved when passing through a beam, this includes PEX piping. (Duct tape will not be allowed)
 - Brick ledge if required shall be minimum 2"X 6".

- **2nds/rough inspections.**
 - Framing. (All engineered trusses/floor systems to have approved plans on site)

- Rough Electric.
- Top-out plumbing. (Water test on all shower/tubs in addition to all 2nd floor fixtures, vents and wastes)
- Rough mechanical/duct. (No 90 degree turns without metal transitions. No duct tape allowed on joints or seams. Only mastic or UL 181 series tape will be allowed.
- Trash bin/box is to be in place.
- **Wall ties/metal lathe inspection.**
 - Can be before, during or after 2nds inspection
- **Flat work inspection.**
 - All drive approaches to have a 5 foot radius.
 - All sidewalks to be 4 foot in width.
 - City of Seagoville sanitary sewer cleanouts in any portion of the flatwork shall have the appropriate cap on it and be brought to grade.
- **Meter Release.**
 - All electrical receptacles and lights shall have covers.
 - Smoke detectors shall be in place.
 - All bonding/grounding of a whirlpool bath shall be visible.
 - All bonding/grounding of the electrical system shall be visible.
 - A final pressure test on the gas line if present shall be conducted.
- **Final inspection.**
 - All required landscaping is to be in place.
 - Meter box shall have the water meter and water stop valve exposed.
 - A backflow test report shall be made available if a sprinkler system is installed.

- A copy of the final energy report shall be made available.
- A stress verification letter shall be made available if the foundation was designed with post tension cables.
- All trash and debris shall be removed from the job site.
- The structure shall be move-in ready.

All inspections require a 24 hour notice and shall be completely ready for inspection.

New Changes to the City of Seagoville Code of Ordinance, Chapter 21, Buildings and Building Regulations.

Administrative:

- a. On buildings, structures, electrical, gas, mechanical and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with City of Seagoville Master Fee Schedule.
- b. Fee refunds shall comply with the provisions in the City of Seagoville Master Fee Schedule.
- c. No building, structural, plumbing, mechanical and/or electrical system regulated by the construction codes shall be installed, altered, repaired, replaced or remodeled unless a separate permit for each building or structure has first been obtained from the building official. It shall be unlawful for any person, firm or corporation who is not registered by the City as a contractor to secure permits except when a home owner makes application. It shall be unlawful for any person to lend, rent, or transfer an permit, or permit a person without proper license or registration to do the work, or for any person to make use of any such permit which is not actually his own, and any such permit obtained or submitted under these conditions shall be null and void.
- d. The issuance of a permit or approval of plans and specifications shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of the construction codes, or of any other ordinance of the City, nor shall the issuance of a permit or approval of plans be construed as representing or warranting the safety or lack of defects of any work described therein. No permit presuming to give authority to violate or cancel the provisions of the construction codes shall be valid. The issuance of a permit based upon plans, specifications and other data shall not prevent the building official from thereafter requiring the correction of errors in said plans, specifications and other data, or from preventing building operations being carried on there under when in violation of the construction codes or of any other ordinances of the City.
- e. The building official may, in writing, suspend or revoke a permit issued under the provisions of the construction codes whenever the permit is issued in error or on the basis of incorrect information supplied, or in violation of any ordinance or regulation of the City.
- f. All work for which a permit is required by the construction codes shall be subject to inspection by the building official. No portion of any work intended to be concealed shall be concealed until inspected and approved. Neither the building official nor the City shall be liable for expense entailed in the removal or replacement of any material necessary to allow inspection.

g. It shall be the duty of the person doing the work authorized by a permit to notify the building official that such work is ready for inspection. The building official may require that every request for inspection is filed at least one working day before such inspection is desired. Such request may be in writing or by telephone at the option of the building official. It shall be the duty of the person requesting inspections required by the construction codes to provide access to and means for proper inspection of such work.

Construction Codes Adopted:

- a. International Building Code, 2006 Edition w/amendments.
- b. International Residential Code, 2006 Edition w/amendments.
- c. International Fire Code, 2006 Edition w/amendments.
- d. International Mechanical Code, 2006 Edition w/amendments.
- e. International Plumbing Code, 2006 Edition w/amendments.
- f. International Property Maintenance Code, 2006 Edition w/amendments.
- g. International Energy Conservation Code, 2006 Edition w/amendments
- h. National Electrical Code, 2005 Edition w/amendments.
- i. Cross Connection and Backflow Prevention Program. (Required by TCEQ)

CROSS CONNECTION AND BACKFLOW PREVENTION PROGRAM

All lawn irrigation system installations shall obtain a permit issued by the Building Official for such installations. Installation requirements must comply with the current City plumbing code and TCEQ guidelines for the appropriate device found in this ordinance. Interconnections of the potable water supply with an alternate water source are prohibited unless appropriate backflow protection is installed.

1. All lawn irrigations systems shall have a freeze sensor device or switch installed which will override the irrigation cycle of the sprinkler system whenever the outside temperature is at or below 32 degrees Fahrenheit.

a. The freeze sensor or device shall be installed on any new lawn irrigation system and on existing lawn irrigation systems no later than December 31, 2008.

2. All lawn irrigation systems shall have a rain sensor device or switch which will override the irrigation cycle of the sprinkler system when adequate rainfall has occurred.

a. The rain sensor or device shall be installed on any new lawn irrigation system and on existing lawn irrigation systems no later than December 31, 2008.

This list is not all inclusive of the new requirements, for more information on the code sections and amendments contact the Building Official. The Building Official retains all authority when interpreting the construction codes as adopted.