



City of Goliad Permit Application Packet

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- Commercial Plan Review Checklist
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Important Information

1. Once application is turned in with the required documents, it will be sent to plan review. If documents are missing from application, the application will be on hold until required information is turned into the Goliad City Hall.
2. **No work** can start until approval has been sent to City Hall. The contact person listed for General Contractor will be notified.
3. **DO NOT START PROJECT WITHOUT APPROVAL.** If work is started prior to approval, the fee will double in fees for project.
Example: if fees are \$ 108.45, it would double to \$216.90.
4. Building materials need to be cleaned up and not left on project site for extended periods of time. It becomes an attractive nuisance causing it to become a hazard.
5. Republic Services is under contract with City of Goliad for all waste. This includes roll-off containers. General Contractor can utilize their own company container. Republic Container Contact – Brian Grunberg 361-442-5092
6. If General Contractor requires porta cans on site, please make sure it is NOT placed in the City's right of way.
7. Forms of payment: **CASH, CHECK OR MONEY ORDER ONLY.**

Please sign to acknowledge receipt of permit packet information.

Name _____ Date _____

Issued by _____ Date _____



New Commercial Building Requirements

This document is not meant to modify any Federal or State laws or City Ordinances. It is intended to be informative and to be used as a guideline. Where circumstances of a particular job differ from these procedures, the decision of the Building Department will prevail.

Building Codes

All Federal, State and local requirements are applicable to projects constructed within the City's jurisdiction whether specifically listed herein or not. The City of Goliad, Texas, has adopted the following codes and/or standards regulating building construction.

2012 International Building Code
2012 International Residential Code
2012 International Fire Code
2012 International Plumbing Code
2012 International Mechanical Code
2012 International Energy Conservation Code
2012 International Fuel and Gas Code
2012 National Electrical Code

Building Permit

Before a building permit will be issued, all plans and documents related to the permit application must be approved by the Building Department and all applicable fees paid to the City of Goliad. Permit must be onsite at time of inspection. Construction or building without a permit is subject to a fine.

All Contactors performing work within the City of Goliad's jurisdiction must be registered with the City and provide proof of commercial general liability insurance for claims of property damage or bodily injury.

Construction Site

A temporary property address must be posted at the front of the lot and readable from the street. Permanent street numbers must be displayed before final inspection.

A portable sanitary restroom for your workers **MUST** be on your property until the final inspections are approved. Construction area shall be maintained until job completion.

NO construction material, debris, or sanitary restroom facility shall be placed or stored in the public right-of-way or drainage areas at any time.

Erosion control must be in place prior to the first inspection.



Commercial Permit Submittal Requirements

CONSTRUCTION DOCUMENT SUBMITTALS: Two (2) copies of the completed set of construction documents are required for plan review. Construction documents must be submitted along with completed permit application form. An additional set of plans will be required for fire sprinklered buildings

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

PROFESSIONAL LICENSE: Each drawing and document 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.

REQUIRED DRAWINGS AND DOCUMENTS: (City Building Inspection Department may request additional information if necessary). Drawings must be drawn to scale, dimensioned and of sufficient clarity.

1. Site plan^(a)
2. Floor plans and roof plans
3. Exterior elevation
4. Door schedules, window schedules, hardware schedules
5. Construction details; interior elevations and interior finish schedules
6. Structural plans must include: foundation plans, roof and floor framing plans, wall sections and details
7. Mechanical, electrical and plumbing site plans and schedules
8. Plumbing plans (including riser diagram)
9. Mechanical plans
10. Electrical plans (including riser diagrams)
11. Certified Energy Compliance Report^(b)
12. Asbestos Survey (for renovation or demolition permits)^(c)
13. Texas Department of Licensing and Regulation architectural barriers project registration information^(d)

NOTE:

- a. The Plat must be approved and the Site plan must be released by the Planning/Engineering Department before a permit will be issued.
- b. U.S. Department of Energy, www.energycodes.gov
- c. Texas Department of Health, Asbestos Program Branch [1-512-834-6600, www.dshs.state.tx.us/asbestos/]
- d. Texas Department of Licensing and Regulation [1-800-803-9202, www.license.state.tx.us/]



Phone Number: (361) 645-3454
 Fax Number: (361) 645-8315

152 W. End Street
 Goliad, Texas 77963

Commercial Building Permit Application

Building Permit Number: _____	Valuation: _____
Project Name: _____	Square Foot: _____
Project Address: _____	
Project Description: New <input type="checkbox"/> Addition <input type="checkbox"/> Remodel <input type="checkbox"/> Finishout <input type="checkbox"/>	
Sign <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Electrical <input type="checkbox"/> Other <input type="checkbox"/>	
Scope of Work: _____	

Owner Information:		
Name: _____	Contact Person: _____	
Address: _____		
Phone Number: _____	Fax Number: _____	Mobile Number: _____

Engineer	Contact Person	Phone Number	Fax Number
Architect	Contact Person	Phone Number	Fax Number
General Contractor	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
Mechanical Contractor	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
Electrical Contractor	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
Plumbing Contractor	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>

A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. Separate permits are required for electrical, plumbing, and heating/air condition. No work may be started until approval to construct is granted and permit is received. All permits require final inspection and approval.

A certificate of occupancy must be issued before any building is occupied.

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 or not. The granting of a 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.

Signature of Applicant: _____ Date: _____

OFFICE USE ONLY:			
Approval to Construct:		Date:	
Final Approval:		Date:	

Copy of Permit to Tax Office:	YES NO	Total Fees:	_____
Asbestos Survery Required:	YES NO	Date Paid:	_____
Asbestos Survery Provided:	YES NO	BV Project #	_____



**BUREAU
VERITAS**

City of Golaid

Commercial Plan Review Checklist

Project Name: _____

Project Address: _____

Valuation: _____

Contact Name: _____

Phone #: _____ Fax #: _____

Date Received: _____

Permit Application _____

(3) Sets of plans _____

TDLR (if over \$50,000 value) _____

Energy: Envelope _____

Lighting _____

Mechanical _____

Asbestos Report _____

(if remodel or demo)

(Any other documents required by the city can be added here)

Comments:



**BUREAU
VERITAS**

Commercial Inspection Request

Fax Request to: 817-335-8110/toll free 877-837-8859

For Questions: 817-335-8111/toll free 877-837-8775

REQUESTS MUST BE RECEIVED BY 5:00 P.M. FOR NEXT DAY INSPECTION

Today's Date _____

Company _____

Project Address _____

Requestor's Name _____

City _____

Requestor's Phone _____

Project _____

Requestor's Fax _____

Building Permit # _____

Date Needed _____

____ Pier

____ Framing

____ Wall Ties

____ Grade Beam

____ Energy Insulation

____ Building Final

____ Slab

____ Drywall

Comments _____

Mechanical Permit # _____

Date Needed _____

____ Underground Mechanical

____ Ceiling Mechanical

____ Duct Rough

____ Mechanical Rough

____ Duct Insulation

____ Mechanical Final

Comments _____

Electrical Permit # _____

Date Needed _____

____ Underground Electrical

____ Ceiling Electrical

____ Electrical Final

____ Electrical Rough

____ Electric Meter Release

Comments _____

Plumbing Permit # _____

Date Needed _____

____ Plumbing Rough

____ Gas Wrap/Underground

____ Plumbing Top-Out

____ Water Service

____ Gas Rough

____ Plumbing Final

____ Yard Sewer

____ Gas Final/Release

Comments _____



Bureau Veritas Contact Information

Permit Submittal

The permit documents and fees will be submitted to the city. Submittal documents should be complete to expedite plan review and permit issuance. Please contact the city for a complete list of permit submittal requirements.

Plan Review

Bureau Veritas will be conducting residential and commercial plan reviews. The applicant will be contacted by Bureau Veritas if revisions are needed. You may contact Bureau Veritas' Plano Plan Review Department for the status of your permit at (469) 241-1834/toll free (800) 906-7199.

Inspection Requests

Please contact Bureau Veritas to request inspection(s). Any of our permit technicians can assist you. Inspections requested by 5:00 pm Monday – Friday will be performed the next business day. Inspection requests can also be faxed to the Bureau Veritas office.

Inspection Request line: (817) 335-8111 Toll Free number: (877) 837-8775

Inspection FAX line: (817) 335-8110 Toll Free FAX line: (877) 837-8859

Field Inspections

Inspectors assigned to your area can be contacted via cell phone. Please call the Bureau Veritas office at (817) 335-8111/toll free (877) 837-8775 for your inspector's name and number.

We look forward to working with you to ensure that the community is provided with a safe and durable built environment.

*152 W. End St. Goliad, Texas 77963
Phone Number: (361) 645-3454 Fax Number: (361) 645-8315*