

# City of Bandera

511 Main Street Bandera, Texas 78003  
Phone: (830) 796-3765 Fax: (830) 796-4247

## Residential Remodel/Addition

**What is an Addition** – Any construction work done to the main building that results in the addition of square footage to the footprint of the house. Additions could be a sunroom, a bedroom, a bathroom or any other room enclosed that is attached to the main structure.

**What is a Remodel** – Any interior or exterior construction work to the main structure such as moving walls, replacing windows, any major electrical, plumbing, and/or mechanical work.

### Permit Submittals

Residential Addition	Residential Remodel
Residential Permit Application	Residential Permit Application
(2) Energy Report (IECC compliance)	(2) If installing new windows as part of the remodel. (IECC compliance)
(2) Sets of floor plans to include all Electrical, Mechanical and Plumbing.	(2) Sets of plans to include all Electrical, Mechanical and Plumbing, if applicable.
Contractor Registration - Electrician, Plumber, Mechanical	Contractor Registration - Electrician, Plumber, Mechanical
(2) Site plan showing distance from addition to property lines and other structures and showing all easements and existing structures on property. Must include Septic spray area if applicable.	N/A
(2) Foundation and Roofing plans	N/A

**What do I need to install a Deck?** - Because they are not covered, decks are not considered additions to the footprint of the house nor do they have to meet setback requirements. Any deck 30 inches off the ground requires a permit. Submit a residential permit application and a drawing showing the house and where the deck is to be constructed. Include the materials to be used and a description of how the deck will be anchored to the ground.

**Do I need a permit for a Concrete Patio?** Concrete patios do not require a permit if they are not attached to the house foundation, however, if you plan to cover or enclose this area at a later date, a permit for the concrete is a good idea so we will have a record of the structural strength of the patio.

***The City of Bandera has adopted the 2012 International Building, Residential, Plumbing, Mechanical, Fuel / Gas and Energy Conservation Codes and the 2014 National Electrical Code.***

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## Residential Permit Application

Building Permit Number: _____		Valuation: _____	
Project Address: _____		Zoning District: _____	
Lot: _____	Block: _____	Subdivision: _____	
Project Description:	NEW SFR <input type="checkbox"/>	SFR REMODEL/ADDITION <input type="checkbox"/>	SPECIFY OTHER:
	PLUMBING <input type="checkbox"/>	MECHANICAL <input type="checkbox"/>	ELECTRICAL <input type="checkbox"/>
	ACCESSORY BUILDING <input type="checkbox"/>	LAWN IRRIGATION <input type="checkbox"/>	SWIMMING POOL <input type="checkbox"/>
			DEMO <input type="checkbox"/>
			FENCE <input type="checkbox"/>
Description of Work:			
Area Square Feet: _____	Covered _____	Total: _____	Number of stories: _____
Living: _____	Garage: _____	Porch: _____	
IS THIS PROPERTY IN A FLOODPLAIN: <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, provide Flood Plain Certificate	

Owner Information:			
Name: _____		Contact Person: _____	
Address: _____			
Phone #: _____	Mobile #: _____	Email: _____	

<b>General Contractor</b>	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
<b>Mechanical Contractor</b>	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
<b>Electrical Contractor</b>	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
<b>Plumber/Irrigator</b>	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
<b>TPO Energy Provider</b>	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. All permits require final inspection.

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:**

Approved by: _____	Date approved: _____
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Building Permit Fee: \_\_\_\_\_  
 Plan Review Fee: \_\_\_\_\_  
 Plumbing Permit Fee: \_\_\_\_\_  
 Electric Permit Fee: \_\_\_\_\_  
 Mechanical Permit Fee: \_\_\_\_\_

Total Permit Fees: \_\_\_\_\_  
 Received By: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 BV Project #: \_\_\_\_\_

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## **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

Inspection requests can be emailed to: [inspectionstx@us.bureauveritas.com](mailto:inspectionstx@us.bureauveritas.com)

### **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.**

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**CONTRACTOR REGISTRATION FORM**

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**TYPE OF CONTRACTOR LICENSE**

\_\_\_\_\_ ELECTRICAL CONTRACTOR  
\_\_\_\_\_ MASTER ELECTRICIAN  
\_\_\_\_\_ JOURNEYMAN ELECTRICIAN  
\_\_\_\_\_ MASTER SIGN ELECTRICIAN

\_\_\_\_\_ MECHANICAL (HVAC)  
\_\_\_\_\_ IRRIGATOR (LANDSCAPE)  
\_\_\_\_\_ BACKFLOW *(special form required)*

\_\_\_\_\_ MASTER PLUMBER  
\_\_\_\_\_ JOURNEYMAN PLUMBER

\_\_\_\_\_ OTHER  
\_\_\_\_\_ THIRD PARTY ENERGY PROVIDER

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**CONTRACTOR INFORMATION**

COMPANY NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_  
COMPANY ADDRESS: \_\_\_\_\_  
CITY, STATE, ZIP: \_\_\_\_\_  
LICENSEE NAME: \_\_\_\_\_  
LICENSEE NUMBER: \_\_\_\_\_ PHONE: \_\_\_\_\_  
ADDRESS (MAILING): \_\_\_\_\_  
CITY, STATE, ZIP: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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**PLEASE PROVIDE COPY OF DRIVER'S LICENSE AND STATE LICENSE**