



“A Team Working to Serve You”
Department of Transportation
Residential Building Permit Application

Application Date _____ **Tax Acct. #** _____

APPLICANT MUST APPLY WITH WARRANTY DEED (OR DEED OF CONTRACT) AND TAX STATEMENT
NEW CONSTRUCTION _____ **EXISTING STRUCTURE** _____
PERMIT VALID 1 YEAR | APPLICATIONS ARE VALID FOR 6 MONTHS

1. Owner of Property _____
 Mailing Address _____ Phone: _____
 Physical Address _____
 Name of Applicant (other than owner) _____

2. Name of Subdivision _____
 (if metes & bounds, attach survey of the property)
 Legal Description: Lot # _____ Block # _____ and/or acreage _____

3. Purpose of Application: (Check where applicable)

<input type="checkbox"/> Single Family Dwelling	<input type="checkbox"/> Multi-Family Dwelling	<input type="checkbox"/> Addition to Bldg.	<input type="checkbox"/> Swimming Pool
<input type="checkbox"/> Moving Structure	<input type="checkbox"/> Electric	<input type="checkbox"/> Remodel Only	<input type="checkbox"/> Water
<input type="checkbox"/> Electrical Upgrade	<input type="checkbox"/> Electrical Relocate	<input type="checkbox"/> Mobile Home/RV	<input type="checkbox"/> Other
<input type="checkbox"/> Building Without Permit			

4. Exterior Walls: (Check One)

<input type="checkbox"/> Masonry/Cinder Blk.	<input type="checkbox"/> Brick Veneer	<input type="checkbox"/> Wood	<input type="checkbox"/> On Piers
<input type="checkbox"/> On Slab	<input type="checkbox"/> Stucco	<input type="checkbox"/> Vinyl	<input type="checkbox"/> Metal

5. Number of Bedrooms: (existing/new) 1 2 3 4 5 Bathrooms: 1 2 3 4

6. Size of Construction: _____ Total Living Area _____ Garage _____ Storage
 _____ Carport _____ Utility _____ Awning _____ Porch/Patio

7. _____
 Current Use of Property Proposed Use of Property

I HEREBY CERTIFY THAT NO STRUCTURE EXISTS ON THIS TRACK OF LAND. IF FOUND IN VIOLATION PERMIT MAY BE REVOKED.

 Signature of Owner of Applicant Date

FOR OFFICE USE ONLY: _____ Flood Zone _____ Panel Number/Suffix _____ Community No.480101

Certification of elevation required: Yes No _____ BFE _____ Pct. No.

Setbacks: _____ Front _____ Side _____ Rear _____ Corner Lot
 Provided:

<input type="checkbox"/> Floor Plan	<input type="checkbox"/> Septic Tank Permit	<input type="checkbox"/> Water Availability	<input type="checkbox"/> Windstorm Certificate
<input type="checkbox"/> Electrician's License	<input type="checkbox"/> Plumber's License	<input type="checkbox"/> Mechanical License	<input type="checkbox"/> Windstorm Plan
<input type="checkbox"/> Property Survey	<input type="checkbox"/> Site Inspection	<input type="checkbox"/> Rescheck	<input type="checkbox"/> Elevation Certificate

Estimated Cost of Construction: \$ _____

Permit Fee: \$ _____ Fine: \$ _____ TOTAL PERMIT FEE: \$ _____

 Approved by Building Official Date



"A Team Working To Serve You"

DEPARTMENT OF TRANSPORTATION

1390 W. EXPRESSWAY 83, SAN BENITO, TEXAS 78586
PHONE (956) 247-3516 FAX (956) 361-8278

BUILDING PERMITS DIVISION

What will be required to apply for a Construction Permit:

- ◆ Registered deed of the property
- ◆ Most recent county tax statement (If available)
- ◆ Availability of Water & Sewer Services Letter from the Water Co.
- ◆ If Sewer not available need to obtain Septic tank permit or Probe Letter through Environmental Health Department
- ◆ Square Footage/Size of Construction
- ◆ Floor Plans of the Construction
- ◆ Rescheck – www.energycodes.org provided along with Floor Plans
- ◆ Windstorm Certificate and Floor Plans provided by Windstorm State Certified Engineer
- ◆ Need Master Electrician to come in to office to apply (if electrical work required)
- ◆ Need Master Plumber to come in to office to apply (if plumbing work required)
- ◆ Need Master Mechanical/AC Installer to come in to office to apply
- ◆ Initial Site Inspection to Property
- ◆ Elevation Certificate (if applicable)

Additional Requirements for COMMERCIAL ONLY

- ◆ Fire Marshal Inspection
- ◆ Engineered Drainage Plan
- ◆ Assumed Name Certificate
- ◆ Storm Water Pollution Prevention Plan
- ◆ TDLR/ADA If applicable

Lo que se requiere para obtener un permiso de construcción.

- ◆ Titulo de propiedad – registrada
- ◆ Recibo de las tasas (al corriente del condado)
- ◆ Carta de la compañía del agua y drenaje de disponibilidad
- ◆ Si drenaje no esta disponible tiene que obtener Permiso de la fosa séptica o carta de probé
- ◆ Pies Cuadradas/Tamaño de construcción
- ◆ Planos de construcción
- ◆ Rescheck – www.energycodes.org
- ◆ Certificado de tormenta de viento y Planos proporcionados por un Ingeniero Certificado por el estado
- ◆ Electricista Maestro tiene que venir a la oficina para aplicar
- ◆ Plomero Maestro tiene que venir a la oficina para aplicar
- ◆ Instalador de Aire Central Maestro tiene que venir a la oficina para aplicar
- ◆ Inspección inicial a la Propiedad
- ◆ Certificado de Elevación (si aplicable)

Requerimientos Adicionales solo para COMMERCIAL

- ◆ Inspección hecho por el Fire Marshal
- ◆ Plan dirigido de Desagüe hecho por un Ingeniero
- ◆ Certificado de Nombre Adquirido "Assumed Name Certificate"
- ◆ Plan de "Storm Water Prevention"
- ◆ TDLR/ADA si es aplicable

It will take 3 - 5 days to obtain a Permit

Applications requiring additional research will take 5 - 10 days

List of Utility Companies:

Electrical

American Electrical Power	1-877-373-4858
Magic Valley	1-800-880-6832
Brownsville Public Utilities Board	956-983-6100

Water

Olmito Water	956-350-4099
North Alamo Water	956-383-1618
Military Hwy Water	956-565-2491
East Rio Hondo Water	956-748-3633
Harlingen Waterworks	956-430-6100
El Jardin Water	956-831-9981
Los Fresnos City	956-233-5768
Brownsville Public Utilities Board	956-983-6100

**Cameron County Environmental Health Department/
 Departamento de Sanidad y Ambiental del Condado de Cameron**
 1390 W. Expressway 83
 San Benito, Texas 78586
 956-247-3599

Cameron County Fire Marshal
 1100 E. Monroe
 Brownsville, Texas 78520
 956-547-7000

For information regarding Installation of **Culverts for Driveway Entrance** or **Roadway Problems** please contact our Public Works Department in your area.

Información sobre instalación de **Conductos para la entrada** de coche o sobre **problemas de la carretera**, favor de comunicarse con El Departamento de Obras Públicas en su área.

Pct. 1 & 2: 956-574-8174 Brownsville Area
 Pct. 3: 956-361-8222 San Benito Area
 Pct. 4: 956-423-1878 Harlingen Area

For information regarding problems with **Mosquitoes/Weedy Lots/Animals or Septic Tanks** please contact Cameron County Health Department **956-247-3599**

Para información sobre problemas con mosquitos/**lots cubiertos de hierbas animales o fosa séptica**, favor de comunicarse con el Cameron County Health Department/Departamento de Sanidad y Ambiental del Condado de Cameron: **956-247-3599**