

**VILLAGE OF SURFSIDE BEACH \*\* BUILDING PERMIT APPLICATION - NEW CONSTRUCTION – NON-BEACHFRONT**

LEGAL OWNER NAME:
ADDRESS:
PHONE:
EMAIL:

AUTHORIZED APPLICANT (if different):
PHONE:
<b>(AUTHORIZATION REQUIRED FROM LEGAL OWNER OF LOT)</b>

<b>BCAD GEOGRAPHIC ID:</b>
PHYSICAL ADDRESS:
WILL A RE-PLAT BE REQUIRED?      Y / N      IS THIS A SINGLE LOT?      Y / N

SQUARE FT OF LOT:
SQUARE FT OF LIVING SPACE (DOES NOT INCLUDE COVERED DECKS):
PERCENTAGE OF LOT TO BE COVERED:      ENCLOSURE? Y / N      (has to be certified breakaway)
STREET USED FOR ACCESS AND DRIVEWAY TO LOT:
SIZE AND QTY OF CULVERT:      DRIVEWAY MATERIAL:
MATERIAL UNDER FOOTPRINT OF HOUSE?
NAME AND PH NO. OF OSSF INSTALLER (IF APPLICABLE):
CERTIFIED STAMPED OSSF PLAN AND DESIGN TO BE ATTACHED:

FULL PROJECT SCOPE:
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WILL FILL MATERIAL BE NEEDED? YES / NO
FILL MATERIAL SOURCE AND CERTIFICATION HAS TO BE ATTACHED.
ARE DUNES ON THE PROPERTY? Y / N
WILL THERE BE ANY IMPACT TO THE DUNE SYSTEM OR VEGETATION ON LOT? Y / N
IF YES, PLEASE ATTACH MITIGATION PLAN:

## IMPORTANT NOTICES

**BEFORE BUILDING ON OR NEAR WETLANDS, A JURISDICTIONAL DETERMINATION MAY BE REQUIRED. PLEASE CONTACT THE "Regulatory Division" ARMY CORP OF ENGINEERS FOR MORE DETAILS. 409-766-3982**

\*\* DURATION OF PROJECT: \_\_\_\_\_ MONTHS (PERMIT IS VOID AFTER SIX MONTHS IF PROJECT IS NOT STARTED) AND IS ONLY GOOD FOR TWO YEARS.

\*\* ONCE PROJECT IS COMPLETE, PRIOR TO STRUCTURE BEING INHABITED, A CERTIFICATE OF OCCUPANCY IS REQUIRED AND CAN BE OBTAINED FROM THE BUILDING DEPARTMENT AT CITY HALL. \*\*

\*\* DURING THE ENTIRE DURATION OF THE PROJECT AND BY LOCAL ORDINANCE, YOU ARE REQUIRED TO RETAIN A PORTABLE RESTROOM AND ROLL OFF. ALL MATERIAL AND DEBRIS ARE TO BE CONTAINED.

\*\* Sewer Tap - \$3000.00 \*\* Water Tap - \$250.00 \*\* OSSF Permit \$410.00

Will a conditional use permit be required? Y / N

Zone Classification: R / C

Were any variances required for this project? Y / N

### REQUIRED WITH APPLICATION:

1. An accurate site plan by legal description indicating:

\* location of property lines with notation of adjoining tracts and setbacks

\* location of proposed structure with distance to MHT, LOV and Dune Protection Line.

\* location of septic system

\* details of foundation, driveway, and culvert size

2. Initial elevation certificate (APPLICANT AGREES TO PROVIDE CITY HALL A POST CONSTRUCTION ELEVATION CERTIFICATE.)

3. Recent actual photos of lot

4. Full set of plans (if possible 8.5 x 11)

5. WPI-1 - Windstorm certificate of compliance, authorized APPLICANT AGREES TO PROVIDE WINDSTORM INSPECTION REPORTS – and adhere to Texas Windstorm Building Code per local ordinance.

6. Original set of OSSF plans stamped by an engineer or application for new sewer tap.

**Signature of Authorized Applicant: I understand that failing to follow all regulations can result in a HALT WORK ORDER as well as FINES AND CITATIONS:**

X \_\_\_\_\_ Date: \_\_\_\_\_

**Signature of City Official:** \_\_\_\_\_ Date: \_\_\_\_\_

APPLICATION IS: **APPROVED** **DENIED**

PERMIT FEE: (.50 CENTS PER SQ. FOOT PLUS OTHER LOCAL FEES) \$ \_\_\_\_\_

\*\* City embossment should be applied to city copy and authorized applicant's copy. \*\*

**REVISED MARCH 2015 (EB)**

