

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

ALL CONSTRUCTION WITHIN 1000 FEET OF MEAN HIGH TIDE REQUIRES A TEN BUSINESS DAY REVIEW PERIOD BY THE TEXAS GENERAL LAND OFFICE.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED OR PROCESSED

LEGAL OWNER NAME:	
ADDRESS:	
PHONE:	EMAIL:

AUTHORIZED APPLICANT (if different):	PHONE:
(AUTHORIZATION REQUIRED FROM LEGAL OWNER OF LOT)	

BCAD GEOGRAPHIC ID NUMBER:	
PHYSICAL ADDRESS:	
WILL A RE-PLAT BE REQUIRED? YES / NO	IS THIS A SINGLE LOT? YES / NO

FULL PROJECT SCOPE:

SQUARE FT OF LOT:	SQUARE FT OF LIVING SPACE (DOES NOT INCLUDE COVERED DECKS):
PERCENTAGE OF LOT TO BE COVERED:	ENCLOSURE? YES / NO (BREAKAWAY CERTIFICATION REQUIRED)
STREET USED FOR ACCESS AND DRIVEWAY TO LOT:	
SIZE AND QTY OF CULVERT:	DRIVEWAY MATERIAL:
NO. OF PARKING SPACES (ONE PER EVERY 300 SQ. FT. OF LIVING SPACE REQUIRED):	
MATERIAL UNDER FOOTPRINT OF HOUSE?	
NAME AND PH NO. OF OSSF INSTALLER: (IF APPLICABLE)	
CERTIFIED STAMPED OSSF PLAN AND DESIGN TO BE ATTACHED	

WILL THERE BE A WALKOVER? YES / NO	WILL FILL MATERIAL BE NEEDED? YES / NO
REASON FILL MATERIAL IS NEEDED:	
SOURCE OF FILL MATERIAL:	(PROVIDE BUILDING OFFICIAL WITH DELIVERY TICKETS)
ARE THERE DUNES ON THE PROPERTY? YES / NO	
WILL THERE BE ANY IMPACT TO THE DUNE SYSTEM OR VEGETATION ON LOT? YES / NO	
IF YES, PLEASE ATTACH MITIGATION PLAN:	

IMPORTANT NOTICES

BEFORE BUILDING ON OR NEAR WETLANDS, A JURISDICTIONAL DETERMINATION MAY BE REQUIRED, AND ALSO A SURVEY THAT SHOWS THE MEAN HIGH TIDE LINE IF NEEDED. INITIAL _____

**** DURATION OF PROJECT: _____ MONTHS (PERMIT IS VOID AFTER SIX MONTHS IF PROJECT IS NOT STARTED) AND IS ONLY GOOD FOR TWO YEARS AS LONG AS PROGRESS ON THE PROJECT IS EVIDENT.**

**** ONCE PROJECT IS COMPLETE, BEFORE STRUCTURE CAN BE INHABITED - A CERTIFICATE OF OCCUPANCY IS REQUIRED AND CAN BE OBTAINED FROM THE BUILDING DEPARTMENT AT CITY HALL. INITIAL _____**

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

**** Sewer Tap - \$3000.00 ** Water Tap - \$1,400.00 ** OSSF Permit \$410.00**

****If water and sewer lines are not currently located at the property the VOSB will bear the cost of the first 100 feet of the most cost efficient route; Additional costs will be borne by the property owner including all boring costs. INITIAL _____**

Will a conditional use permit be required? YES / NO Zone Classification: RESIDENTIAL / COMMERCIAL

Were any variances required for this project? YES / NO

REQUIRED WITH APPLICATION:

1. An accurate surveyed site plan by legal description indicating:

* Location of property lines with notation of adjoining tracts and setbacks

* Location of proposed structure(s) and must show the distance of the most seaward part of the home structure in relation to the Mean High Tide line, and Line of Vegetation i.e. (Sand Dune).

* Details of foundation material and location of driveway and driveway material

2. Outdoor lighting plan showing fixture types and locations, must meet current Village light ordinance.

3. Initial elevation certificate (APPLICANT AGREES TO PROVIDE CITY HALL A POST CONSTRUCTION ELEVATION CERTIFICATE INDICATING THEY HAVE ACHIEVED A ONE FOOT HIGHER ELEVATION THAN EXISTING BASE FLOOD ELEVATION) INITIAL _____

4. Recent color photos of lot that clearly shows any dunes that may be present on the lot. Photos may be emailed to the Building Official at cityhall@surfsidetx.org

5. Full set of STAMPED AND SIGNED WINDSTORM ENGINEERED PROJECT plans (11" X 17" SIZE) or electronic.

6. WPI-1 – must be emailed directly to cityhall@surfsidetx.org by the windstorm engineer. Authorized applicant agrees to provide windstorm inspection reports to building official – and adhere to Texas Windstorm Building Code per local ordinance.

7. Original set of OSSF plans stamped by an engineer and signed by property owner or application for new sewer tap.

8. RESCheck or other to show compliance with the International Energy Conservation Code of the ICC.

9. Plan and Elevation Views (Architectural Drawings)

10. Other documents as required by the GLO and Building Official.

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:

Applicant Signature: _____ Date: _____

Signature of City Official: _____ Date: _____

APPLICATION IS:

APPROVED

DENIED