



Permit No. \_\_\_\_\_

# City of Rosenberg RESIDENTIAL BUILDING PERMIT APPLICATION

2220 4<sup>th</sup> Street, Rosenberg, Texas 77471

Telephone: 832-595-3500 Fax: 832-595-3501 [www.ci.rosenberg.tx.us](http://www.ci.rosenberg.tx.us)

Inspection Request Line: 832-595-3401 - Before 5:30 pm will be next business day, after 5:30 pm will be two business days

**Project Address:** \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Section Number: \_\_\_\_\_

Customer(s) Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Type of Work:**

- |   |   |
|---|---|
| <input type="checkbox"/> New Residential – Total Sq. Footage: _____ | <input type="checkbox"/> Residential Remodel – Interior/Exterior      |
| Total Heated/Cooled Sq. Footage: _____                              | <input type="checkbox"/> Residential Addition – Square Footage: _____ |
| <input type="checkbox"/> Carport/Garage – Sq. Footage: _____        | <input type="checkbox"/> Demolition                                   |
| <input type="checkbox"/> Driveway                                   | <input type="checkbox"/> Fencing (Over 7 ft. height)                  |
| <input type="checkbox"/> Sidewalk                                   | <input type="checkbox"/> Re-Roof                                      |
| <input type="checkbox"/> Storage Building (larger than 200 sq. ft.) | <input type="checkbox"/> Foundation/Leveling                          |
| <input type="checkbox"/> Swimming Pool                              | <input type="checkbox"/> Other: _____                                 |

**Meter:** For new/change meter(s), impact fees will apply. See fee schedule attached for impact fees. Additional tap fees may apply.

Please indicate the following:

No. of new or changed meters: \_\_\_\_\_

Type: Domestic  Irrigation  Size: \_\_\_\_\_

Type: Domestic  Irrigation  Size: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Valuation of Project: \$ \_\_\_\_\_

**Contractor Information\*:**

**\* Must be registered with the City of Rosenberg**

Company Name: \_\_\_\_\_

Primary Contact(s): \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Office Phone #: \_\_\_\_\_ Fax#: \_\_\_\_\_ Cell#: \_\_\_\_\_

**SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, AND MECHANICAL.  
APPROVED PERMIT BECOMES VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT  
COMMENCED WITHIN 180 DAYS.**

## City of Rosenberg

The City of Rosenberg must receive with your permit application, two (2) sets of detailed drawings of any new construction, alteration, or remodel project. A site plan is required with any new construction or addition. City setback requirements must be met. The City of Rosenberg codes are available online at [www.municode.com](http://www.municode.com) (Click online library, Texas, and Rosenberg) or at [www.ci.rosenberg.tx.us](http://www.ci.rosenberg.tx.us) (Listed under Government, bottom left corner under ordinances).

**The City of Rosenberg has adopted 2012 International Residential Code and 2011 National Electrical Code  
All building construction plans should adhere to these building codes.**

### ***New Commercial Project Checklist***

Yes No

- Have two (2) sets of plans been submitted?
- Has this lot/site been platted?
- Has a site plan been provided?
- Has a legal signed and stamped survey been submitted?
- Has a plumbing riser diagram been submitted?
- Has a foundation plan been submitted?
- Have framing plans been submitted?
- Has an electrical layout and load analysis been submitted?
- Has an HVAC layout been provided?
- Has an Energy Code compliance report been provided?

#### ***Insurance Requirements:***

***The City of Rosenberg general liability requirements for Building, Electrical, Plumbing, and Mechanical contractors is \$300,000. Should the insurance be terminated or expire, no inspections will be performed until valid insurance is received. This is a requirement for any permit that requires general liability insurance. Have the policy show the City of Rosenberg as a certificate holder.***

#### ***General Information:***

- Permits will only be issued for lots on approved subdivision plat, on file with the Planning Department.
- The City of Rosenberg collects water and wastewater impact fees in certain areas.
- Have your structure designed to meet 110 MPH-3 second gust wind speed.
- Approved plans must be available on site for the Building Inspectors to view when necessary.
- Address must be visible from the street.
- Plan check fees are due upon submittal of information. All fees of building, water, sewer, and impact fees are payable upon final approval of the building permit.

**CITY OF ROSENBERG ACCEPTS CASH, CHECKS, AND MONEY ORDERS.  
VISA AND MASTERCARD ARE ALSO ACCEPTED WITH A 5% SURCHARGE.**

I hereby certify I have read and examined this document and know the same to be true and correct. All provisions of law and ordinances governing this type of work will be complied with whether specified herein or not. I further understand that plans submitted for approval will be subjected to a comprehensive check against municipal ordinance and building code. Any set of plans that must be returned for modifications or corrections in order to come into compliance with ordinance or code will be subject to rechecking in order of submittal. **Under no circumstances will paid fees be refunded or transferred. Applications and plans will be held for 180 days. After 180 days this application and plans will be voided and disposed of unless a valid building permit is issued.**

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
Date

FOR OFFICE USE ONLY	
PLAN CHECK FEE:	IMPACT FEE:
PERMIT FEE:	APPROVED BY: