

COMMUNITY DEVELOPMENT SERVICES DEPARTMENT  
108 SECOND STREET - P.O. BOX 209  
PLEASANTON, TEXAS 78064  
(830) 569-3867 – S.A. LINE (830) 281-8501 – FAX (830) 569-5974

### **WHEN IS A BUILDING PERMIT REQUIRED?**

A person, firm or corporation shall not erect, construct, enlarge, add to, alter, repair, replace, improve, remove, install, convert, demolish, equip, use, occupy or maintain a structure or building service equipment without first obtaining a permit from the Community Development Department. This regulation applies to all structures or improvements, residential, commercial or industrial, temporary or permanent. The issuance of a permit does not relieve the person doing any work from obeying all state and local building codes and ordinances.

### **WHO CAN OBTAIN A PERMIT?**

A homeowner resident may obtain a permit for his/her residence. Home Improvement or General Contractors, properly licensed, and may also obtain permits. General Contractors must obtain permits for commercial work. Master Plumbers and Master Electricians may obtain permits for work they are doing for any project.

### **HOW DO I OBTAIN A BUILDING PERMIT?**

Complete and submit a building permit application to the Community Development Services Department. (Application forms may be obtained from the Community Development Services Department or downloaded at [pleasantontx.org](http://pleasantontx.org).)

**RESIDENTIAL** – Submit two (2) sets of architectural plans to include:

- Type of proposed construction.
- Type of foundation.
- Square footage of improvement.
- Elevation of improvement.
- Distance to property lines and any existing structures.
- Electrical, mechanical, plumbing plan, if applicable.
- Site plan including existing structures, property lines proposed construction, drainage plans, grading plan, and any existing utility lines, Right of ways and easements.

**SECONDARY BUILDINGS** – Detached garage, greenhouse, pool house, carport, tool/storage shed) submit two (2) sets of plans to include:

- Type of proposed construction.
- Type of foundation.
- Square footage of improvement.
- Elevation of improvement.
- Distance to property lines and any other structures.
- Electrical, mechanical, plumbing plan, applicable.
- Site plan including existing structures, proposed construction, drainage. If no site plan is available a drawing to scale will be accepted.

COMMERCIAL – Submit four (4) sets of architectural sealed/stamped plans to include the same requirements as residential, in addition to the following:

- Driveway approach/access plan.
- Parking plan with handicap parking identification.
- Asbestos inspection report, if applicable.
- Site development permits and plans

Additional information may be requested during plan review and as it may apply to the proposed project.

Plans must be drawn to scale, dimensioned and of sufficient clarity to be legible.

### **HOW LONG DOES IT TAKE TO OBTAIN A BUILDING PERMIT?**

The amount of time varies based on the complexity of the project.

A residential addition, enclosure or remodel can be issued within two or three working days.

Plan review for new construction:

- Residential – 1 to 2 weeks.
- Commercial – 2 to 4 weeks, provided review by civil engineer is not required.

### **WHAT IS THE COST OF A BUILDING PERMIT?**

Most permit fees are based on the value of entire project.

Plan check fee based on square footage of structure.

### **ARE INSPECTIONS REQUIRED?**

Yes. Depending on the type and complexity of the project, there may be several inspections.

Permits are good for one (1) year; work must start within six (6) months.

All commercial projects that include partial or total demolition of any walls, floors, ceilings or insulation must have an asbestos survey to accompany the permit application. It is the responsibility of the owner or contractor to inform the State about the results of the survey and any abatement to be done.

Set Backs: Residential: 25' Front 5' Side and Back, Commercial: 25' Front 10' Side and Back. Sign setback is 15' all set backs are from Property Lines.

**\*\*\*IMPORTANT NOTICE ATTACHED\*\*\***



# SITE DEVELOPMENT/BUILDING PERMIT/DEMOLITION



Property Owner Name	Address	Phone
Company Name	Address	Phone
Contractor Name	Address	License/Reg. No.
Email	Phone (Office)	Phone (Cell)
RDPIRC	Address	Phone (Office)
Email		Phone (Cell)

## Project Information

Please provide as much of the following as you are able. Attach additional sheets if needed.

### Job Address:

Legal Desc.	Lot No.	Block	Tract/Subdivision	Property ID
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### Use of Building:

Nature of Work: \_\_\_\_\_ NEW \_\_\_\_\_ ADDITION \_\_\_\_\_ ALTERATION \_\_\_\_\_ REMOVAL \_\_\_\_\_ OTHER

Architectural Barrier Registration Form? \_\_\_\_\_ YES \_\_\_\_\_ NO IF NO, WHY?

### Installation/Construction/Demolition of Describe:

\*Value of Project (Other than New Residential) : \$

New Residential (Slab Sq. Ft x \$70) : \$

### Occupancy Type:

### Type of Construction:

Size of Building: \_\_\_\_\_ Sq. ft.

Bldg. Setback: \_\_\_\_\_ ft. Front \_\_\_\_\_ ft. Side \_\_\_\_\_ ft. Rear

Separation Distance: \_\_\_\_\_ ft. From the Nearest Structure \_\_\_\_\_ ft. to the Nearest Property Line

### Occupancy Load:

Fire Rating Walls: \_\_\_\_\_ Hours \_\_\_\_\_ N/A

Existing Protection Systems: \_\_\_\_\_ Alarm \_\_\_\_\_ Sprinkler System

Asbestos Survey Completed? \_\_\_\_\_ Yes \_\_\_\_\_ No If no, why?

## Notice

SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, AND MECHANICAL. THIS PERMIT BECOMES NULL AND VOID WITHIN SIX MONTHS OF ISSUANCE, IF WORK HAS NOT COMMENCED. ONE OR MORE EXTENSIONS OF TIME, FOR PERIODS NOT MORE THAN NINETY (90) DAYS MAY BE REQUESTED, IN WRITING, BEFORE SUCH PERMIT HAS EXPIRED. PERMITS ARE NON-TRANSFERABLE FROM ONE PERSON TO ANOTHER.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION 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 ALSO UNDERSTAND THAT THE ISSUANCE OF SUCH PERMIT MAY REQUIRE PERIODIC INSPECTION, AND THAT SUCH INSPECTIONS MAY NOT BE ANNOUNCED.

**PLEASE INITIAL HERE TO VERIFY THAT YOU HAVE RECEIVED THE IMPORTANT NOTICE ATTACHED.**

<table border="1"> <tr> <td>PROPERTY OWNER (PRINT NAME)</td> <td>DATE</td> </tr> <tr> <td>PROPERTY OWNER (SIGNATURE)</td> <td>DATE</td> </tr> <tr> <td>CONTRACTOR/RDPIRC (PRINT)</td> <td>DATE</td> </tr> <tr> <td>CONTRACTOR/RDPIRC (SIGNATURE)</td> <td>DATE</td> </tr> </table>		PROPERTY OWNER (PRINT NAME)	DATE	PROPERTY OWNER (SIGNATURE)	DATE	CONTRACTOR/RDPIRC (PRINT)	DATE	CONTRACTOR/RDPIRC (SIGNATURE)	DATE	NOTES:			
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CONTRACTOR/RDPIRC (SIGNATURE)	DATE												
DEPARTMENTAL USE ONLY (FEES)													
CONCEPT PLAN/ MEETING	\$	BACKFLOW	\$										
FINAL PLAT	\$	BACKFLOW ADMIN FEE	\$										
INFRASTRUCTURE PLAN	\$	BUILDING PERMIT	\$										
PARK LAND	\$	PLAN REVIEW FEES	\$										
WATER EDU'S	\$	SIGN PERMIT	\$										
SEWER EDU'S	\$	KNOX BOX	\$										
SITE DEVELOPMENT 1	\$	CERTIFICATE OF OCCUPANCY	\$										
SITE DEVELOPMENT 2	\$		\$										
ACCEPTED BY:	DATE:	<b>TOTAL FEES: \$</b>											



# Important Notice



As Per Ordinance # 14-1117, 15-1155, 17-1197 & 17-1198

Effective October 1, 2014

"Republic Services, Inc is hereby granted the sole and exclusive franchise, license and privilege within the territorial jurisdiction of the City, and City owned property, and shall furnish all personnel, labor, equipment, trucks, and all other items to collect Waste and Recyclable Materials"

Any person OR company violating provisions of this ordinance shall be deemed guilty of a Class C Misdemeanor and can be fined up to \$2,000.00 per day the violation exists.

**\*\*\*Please contact Republic Services for your temporary roll-off needs\*\*\***

RUSSELL HAYS, Construction Rep [Rhays@RepublicServices.com](mailto:Rhays@RepublicServices.com) 210-324-4819

ED NICOLA, Roll Off Sales [Enicola@RepublicServices.com](mailto:Enicola@RepublicServices.com) 210-291-7698



**Exhibit C  
PRICING**

**III. Industrial and Temporary Roll Off Collection:**

<b><u>5 TONS DISPOSAL INCLUDED</u></b>	<b><u>CHARGE PER HAUL</u></b>
30 container	\$500.00 each
Disposal	\$35.00 per ton over 5 ton
Delivery	\$150.00 each initial delivery
Dry Run	\$150.00 each
Relocate	\$150.00 each
Franchise Fee	5% of total charges

APPLICABLE SALES TAX ON ALL CHARGES

NO ADDITIONAL FEES

10 TON MAXIMUM LEGAL WEIGHT LIMIT ON ALL DUMPSTERS. ALL WEIGHT IN EXCESS OF LEGAL LIMIT SUBJECT TO \$.04 PER POUND SURCHARGE