



Dear Applicant:

Proposed Address of Use: \_\_\_\_\_

Please read and sign the sections that apply to your project. Please also read and sign the final section, titled "All Applicants." Please be advised that this list is not all-inclusive, and that additional regulations may apply.

**Non-residential projects in excess of \$50,000:** You are required to provide proof that your building or facility has been registered with the Texas Department of Licensing and Regulation (TDLR) for compliance with the Texas Accessibility Standards. You must provide the City of Mineral Wells with the TDLR project number assigned to your building or facility. TDLR project registration #: \_\_\_\_\_

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**Renovations or demolitions for public or commercial buildings:** Senate Bill 509 requires municipalities to verify that an asbestos survey has been conducted prior to issuing renovation or demolition permits for public or commercial buildings. Please read and sign the following.

A copy of the asbestos survey for the area(s) to be renovated/demolished has been included with this permit application. This survey has been done in accordance with the Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP). \_\_\_\_\_ Yes \_\_\_\_\_ No

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**Manufactured Homes:** Please be advised that upon issuance of a building permit a driveway is required capable of parking 2 vehicles off street for residences and shall be surfaced with asphaltic concrete or concrete. Also acceptable skirting shall be installed within 30 days of placement of the home. The skirting shall be fire resistant skirting with the necessary vents, screens, and/or openings, and the finish and appearance of the skirting shall match as near as possible the finish of the mobile home.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**New Homes:** Please be advised that upon issuance of a building permit a driveway is required capable of parking 2 vehicles off street for residences and shall be surfaced with asphaltic concrete or concrete.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**New Commercial Construction:** Two complete sets of engineered plans will have to be submitted for review prior to issuance of a permit. A minimum of two weeks may be required for plan review. These plans must include a site plan, landscaping plan, off-street parking plan, grading plans, utility plans, as well as foundation, framing, electrical, plumbing, mechanical, and elevations. Additional plans, details, and engineering may be required.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**All Applicants:**

I, \_\_\_\_\_, certify that I have read and understood the requirements stated in this letter, and agree to abide by said requirements, and to abide by all requirements of the City of Mineral Wells Code of Ordinances, including the Zoning Ordinance..

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

# Building Permit Application

## City of Mineral Wells

Print or Type (by Applicant)

Address where work is to be done (No. and Street)		Property Owner	Owner Telephone No.
SUBDIVISION		BLOCK	LOT
Contractor	Contractor Telephone No.	Applicant Name (Print)	
Architect	Architect Telephone No.	Applicant Telephone No. & Address	
Building Use	Square Feet – New or Addition	Value (cost) of Construction	
Type of Improvement	<p><b>CONDITIONS OF PERMIT</b></p> <p>Two copies of construction plans and specifications must be submitted by the applicant. Work may not start until a permit has been issued pursuant to approval of this application. Permits so issued shall not be construed as authority to alter or set aside any building code or zoning ordinance requirements, nor shall such issuance of a permit prevent the Building Official from thereafter requiring correction of error in plans or in construction, or violations or building or zoning codes. Permits shall become invalid if work is not commenced within six (6) months after issuance, or work authorized by such permit is suspended, or abandoned for a period of six (6) months after work has commenced.</p> <p>I hereby make application for building permit for work noted herein and as described by submitted plans and specifications.</p>		
Type of Frame			
<i>For Manufactured Homes only – List Year Model of Home</i>			
See Next Page for Plat			
	Signature of Applicant	Date	

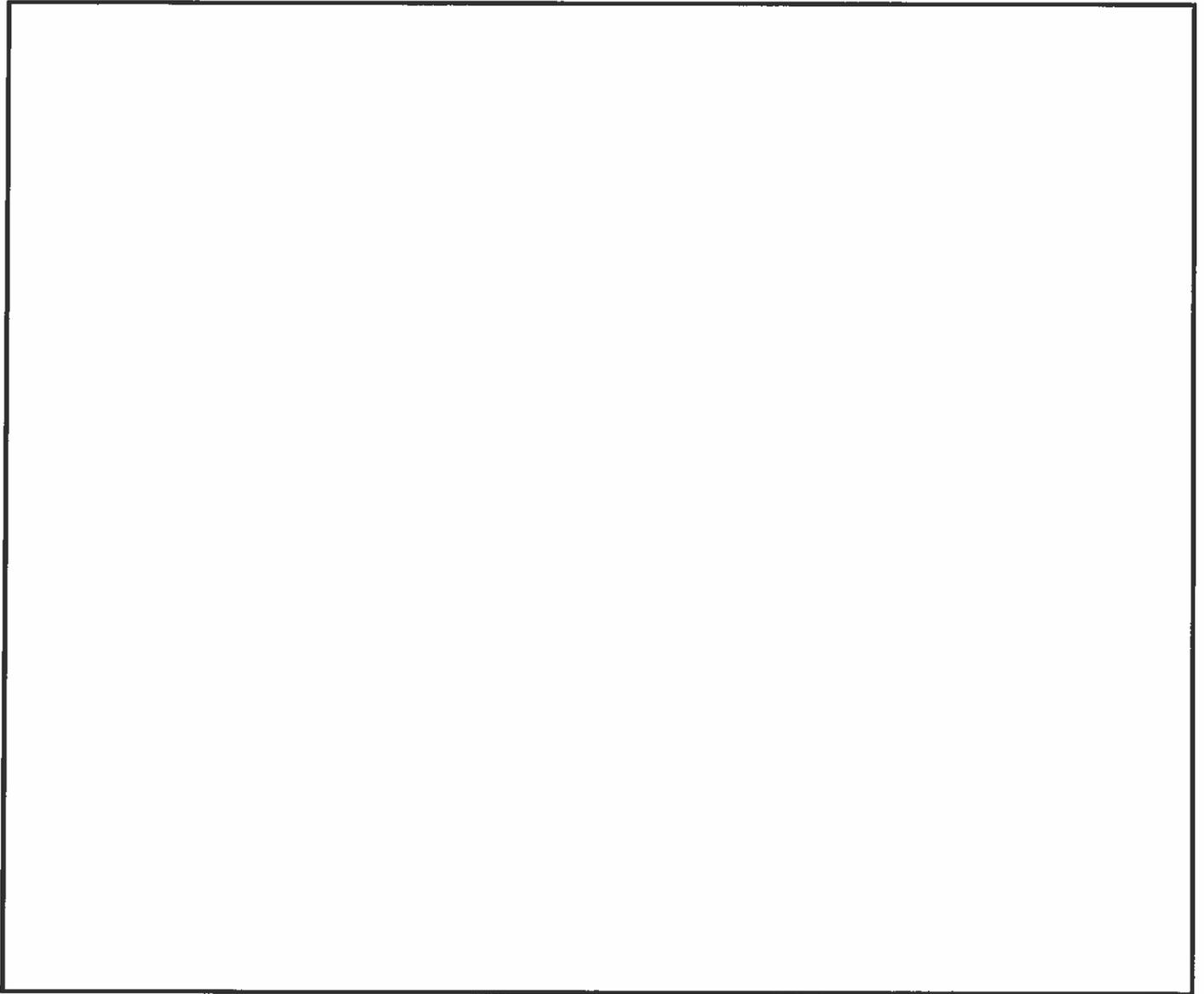
### Inspection Division Use Only:

Availability of Utilities		Water _____	Sewer _____	Zone _____
<input type="checkbox"/> Platted <input type="checkbox"/> Flood Plain Elevation _____				
<input type="checkbox"/> Planning Department _____ <input type="checkbox"/> Engineering Department _____ <input type="checkbox"/> Health Department _____				
Building Type	Construction Type		Permit Fee	Total Fee
Approved <input type="checkbox"/> Rejected <input type="checkbox"/>	Date		Comments _____ _____ _____	
By	Permit #	Date Issued		
Processed By				

**Site Plan:**



**Property Line**



The above information is true and correct:

Signed by: \_\_\_\_\_

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



## APPLICATION FOR NEW RESIDENTIAL CONSTRUCTION

1. Is house detached \_\_\_\_\_ or attached \_\_\_\_\_.
2. Start Date \_\_\_\_\_ Completion Date \_\_\_\_\_.
3. Is this house Modular \_\_\_ Panelized \_\_\_ Precut \_\_\_ Stick-built \_\_\_\_\_.
4. Finished sq. foot area of COMPLETELY FINISHED floor space \_\_\_\_\_.  
(Including basement and attic w/finished walls, floors, and ceilings.)
5. Type of foundation. Full or partial basement \_\_\_\_\_ crawl space \_\_\_\_\_ slab \_\_\_\_\_ other \_\_\_\_\_.
6. Square foot area or acreage of the individual lot \_\_\_\_\_.
7. How many: bedrooms \_\_\_\_\_ full bathrooms \_\_\_\_\_ half bathrooms \_\_\_\_\_.
8. How many stories (including basement) in house \_\_\_\_\_ one \_\_\_\_\_ two \_\_\_\_\_ three \_\_\_\_\_ split level \_\_\_\_\_.
9. Type of exterior wall material on **MOST** of house \_\_\_\_\_ wood or wood product  
\_\_\_\_\_ brick \_\_\_\_\_ aluminum siding \_\_\_\_\_ stucco \_\_\_\_\_ vinyl siding \_\_\_\_\_ block.
10. Other exterior wall material(excluding trim): : \_\_\_\_\_ None \_\_\_\_\_ wood or wood product  
\_\_\_\_\_ brick \_\_\_\_\_ aluminum siding \_\_\_\_\_ stucco \_\_\_\_\_ vinyl siding \_\_\_\_\_ block.
11. Type of parking: \_\_\_\_\_ garage \_\_\_\_\_ carport \_\_\_\_\_ other off-street parking.
12. Number of built-in fireplaces: \_\_\_\_\_.
13. Does house have \_\_\_\_\_ deck(s) \_\_\_\_\_ patio(s) \_\_\_\_\_ porches
14. Type of energy source: \_\_\_\_\_ electric \_\_\_\_\_ gas \_\_\_\_\_ wood \_\_\_\_\_ oil \_\_\_\_\_ solar \_\_\_\_\_ none.
15. Heating system: \_\_\_\_\_ heat pump \_\_\_\_\_ forced-air furnace w/o heat pump  
\_\_\_\_\_ hot water or steam \_\_\_\_\_ electric baseboard \_\_\_\_\_ other.
16. Central air conditioning: \_\_\_\_\_ yes \_\_\_\_\_ no
17. House being built : \_\_\_\_\_ for sale \_\_\_\_\_ for owner by single general contractor on owners land  
\_\_\_\_\_ By owner or by owner acting as general contractor on owners land \_\_\_\_\_ for rent.
18. Contract price if by general contractor \$ \_\_\_\_\_.



Post Office Box 460  
Mineral Wells, Texas 76068

## City of Mineral Wells Inspections Department Building Permit Fees

**Electrical Permits:** \$20 for the first circuit plus \$1 for each additional circuit.

**Service (Move, Change, or Alter):** \$25

**New Service (Manufactured Homes):** \$25

**Temporary Pole:** \$20

**Lighted Signs:** \$20

**Note:** For complete rewire, refer to "Permit Fees for New Construction" regarding electrical permit fees. (A dimensioned floor plan must be submitted with application).

**Plumbing Permits:** \$20 plus \$7 per fixture. (Each gas appliance connection will be independently counted as a fixture). Minimum Permit Fee is \$27.

**Building Sewer:** \$7

**Water Service Line:** \$7

**Gas Pressure Test:** \$7

**Water Heater:** \$7

**Mechanical (HVAC) Permits:** \$40 per mechanical unit, including furnaces, air handlers, RAC units, grease hoods, vent-a-hoods, etc..

**Note:** For complete change-out or addition of a new HVAC system including duct work, refer to "Permit Fees For New Construction" regarding mechanical permit fees. (A dimensioned floor plan must be submitted with application).

**Irrigation System Permits:** \$50

**Roofing Permits:** \$.07 per sq. ft. of covered floorspace of the lowest floor. ( Includes covered porches and garages).

**Swimming Pool Permits:** \$5 (per \$1000 of valuation)

**On Site Sewage Facility (OSSF) Permits:**

Standard: \$260

Aerobic: \$460

**Manufactured Home Permits:** \$50

**House Moving Permits:** \$25

**Demolition Permits:** No Charge

**Portable Accessory Buildings:** \$25

**Permanent Accessory Buildings:** \$0.17 per sq. ft..

**Note:** For permanent accessory buildings exceeding 600 sq. ft., refer to "Permit Fees for New Construction".

**Carports:** \$0.17 per sq. ft.

**Permit Fees for New Construction are as follows:**

Building: \$100 plus \$0.17 per sq. ft. (total sq. ft. including upstairs, porches, garages, carports, etc.).

Electrical: \$.06 per sq. ft (total sq. ft. including upstairs, porches, garages, carports, etc.).

Plumbing: \$.06 per sq. ft. (total living or conditioned space).

Mechanical: \$.04 per sq. ft (total living or conditioned space).

**Permit Fees for Remodels are as follows:**

Building: \$50 plus \$0.10 per sq. ft. (total sq. ft. including upstairs, porches, garages, carports, etc.).

Electrical: See "Electrical Permits".

Plumbing: See "Plumbing Permits".

Mechanical: See "Mechanical Permits".

**City of Mineral Wells Sign Ordinance  
- Fee Schedule -**

**Sign Permit Fees**

**Permanent Signs**

▪ One to 50 sq ft	\$ 25.00
▪ 51 to 100 sq ft	\$ 50.00
▪ 101 to 200 sq ft	\$ 75.00
▪ 201 to 300 sq ft	\$100.00
▪ Greater than 300 sq ft	\$150.00

**Temporary Signs**

▪ Banner sign (commercial)	\$ 10.00
▪ Contractor/construction	\$ 25.00
▪ Mobile electronic graphic video display	\$ 50.00
▪ Portable sign	\$ 25.00
▪ Swooper flags	\$ 10.00
▪ Weekend builder advertiser signs	\$ 25.00

**Zoning Board of Adjustment Application Fees**

▪ Application for relief from sign ordinance regulations	\$125.00
▪ Application for approval of electronic graphic display or video display sign	\$125.00
▪ Application for appeal of Administrative Official Decision	\$125.00