



RESIDENTIAL BUILDING PERMIT APPLICATION

Development Services

7008 S. Rice Ave.
Bellaire, TX 77401
Office: 713-662-8230 or 8231 | Fax: 713-662-8233
E-mail: inspections@bellairtex.gov

To Schedule Inspections:

www.bellairtex.gov/inspectionrequest

Request before 4pm for next business day

FOR OFFICE USE ONLY	Application accepted by:	Plan Review Approved by:	Date:
Notes			

(Please Print Clearly)

PROPERTY/WORK DESCRIPTION	Is this property located in the Flood Hazard Area? <input type="checkbox"/> YES <input type="checkbox"/> NO
Street Address: _____ Suite/Unit #: _____	Work Description: _____ _____ _____ _____ _____
Class of Work <input type="checkbox"/> New Construction <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Roof <input type="checkbox"/> Remodel <input type="checkbox"/> Repair <input type="checkbox"/> Fireplace Lot Coverage % _____ Total Sq. Ft: _____ 3rd Floor Sq. Ft. _____	
Construction Cost: _____	

PROPERTY OWNER	Is this permit being pulled as Owner/Builder? <input type="checkbox"/> YES <input type="checkbox"/> NO
Owner Name: _____	
Mailing Address: _____	City: _____ State: _____ Zip: _____
Phone: _____	Fax: _____ Email: _____

CONTRACTOR			
Company Name: _____	License #: _____	Expires: _____	
Mailing Address: _____	City: _____	State: _____	Zip: _____
Email: _____	Contact Person: _____	Phone: _____	

Architect/Engineer			
Architect/Engineer Contact Name: _____			
Firm: _____	AIA/P.E. License #: _____		
Address: _____	City: _____	State: _____	Zip: _____
Phone: _____	Fax: _____	Email: _____	
<p style="color: red;">All communication from our office regarding your permit will be made to this person.</p> <input type="checkbox"/> Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Architect/Engineer			

YOU MUST COMPLETE BOTH SIDES

rev. 11-2017

Subcontractors:

Framer: Company Name: _____ Contact Person: _____

Company Address: _____ Contact Phone #: _____

Concrete: Company Name: _____ Contact Person: _____

Company Address: _____ Contact Phone #: _____

Exterior Finish: Company Name: _____ Contact Person: _____

Company Address: _____ Contact Phone #: _____

If subcontractors are not yet chosen at the time of submittal, use contractor's information. The City of Bellaire MUST be notified be changes

Notice:

- Separate permits are required for electrical, plumbing, heating, ventilating and air conditioning. This permit becomes null and void if work or construction authorized is not commenced within 180 days of issuance, or if construction or work is suspended or abandoned for a period of 180 days at any time after work begins.
- I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.
- The granting of permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.
- The City of Bellaire does not establish the property lines or the location of fences on the property. It is the responsibility of the applicant to provide information regarding the exact location of the property line and to ensure that the fence is placed at the correct location on the property. The City of Bellaire does not enforce Deed Restrictions. Approval of plans by the City does not indicate compliance with Deed Restrictions.
- Approved permit applications, plans and corresponding paperwork will be kept in our office for 90 days from the date of approval. You will be notified that your permit has been approved by telephone. In the event that the permit is not paid for or canceled within that 90-day period, it will be destroyed. To resubmit, the contact will have to start the permit review process over again.

Printed Name of Contractor: _____

Signature of Contractor: _____

Additional Information and/or documents may be required with the following permit applications:

Remodeling:

If adding square footage to the property, an original dated boundary survey showing all recorded easements & lot coverage

Fences:

An original dated boundary survey

Sidewalks:

An original dated boundary survey showing the street right-of-way

Swimming Pools:

An original dated boundary survey showing all easements & lot coverage

Flatwork:

An original dated boundary survey showing all easements & lot coverage, for additions to lot coverage, repairs or "as is" replacements

Auxiliary Generator:

An original dated boundary survey showing all easements & lot coverage and location of the pad, to the required setbacks.
