



REQUIREMENT FOR PERMIT

Before you are issued a permit to build in the city of Madisonville you must supply the Building Official with the following information.

- 1. Legal description and proof of ownership of the property:**
 - a. If you do not own the property you must present written permission from the owner giving you permission to build on the property.
- 2. Survey of Property:**
 - a. Survey showing the boundaries of the property
 - b. You must flag all boundary markers for the Building Official.
- 3. Site Plan of work to be done:**
 - a. Outline of building to be built showing set-backs from property lines.
 - b. Outline of all existing buildings location on the property.
 - c. The Building Official will inform you of what the set-backs are.
- 4. Building Plans: (Drawings included in Plans)**
 - a. Foundation Plan
 - b. Floor Plan
 - c. Structural Plans
 - d. Mechanical Plans
 - e. Electrical Plans
 - f. Plumbing Plans
 - g. Exterior Elevations, Roof Plan
- 5. State the valuation of the proposed work.**
- 6. Identify and describe the work to be covered by the permit for which the application is made.**
- 7. Indicate the use and occupancy for which the proposed work is intended.**
- 8. You must obtain a Certificate of Occupancy from the Building Official before anyone can occupy the structure.**

After the Building Official examines these documents he will talk with you about the project and cause a permit to be issued.

THE PERMIT MUST BE DISPLAYED AT THE PROJECT IN PLAIN SIGHT AND IN A ZIP-LOCK BAGGIE DURING ALL CONSTRUCTION

No permit shall be issued without the Building Official's signature.

Should you have any questions about any part of the permitting please do not hesitate to call me.

NOTE: Please allow two weeks for full plan reviews and building permit issuance.



INSPECTIONS

During construction of your project certain phases of construction must be inspected by the Building Official before the next phase of the project can progress. These phases include, but are not limited to the following:

1. Foundation: **No concrete shall be poured before the building official has inspected. Be sure to call the inspector or City Hall for the inspection. (Make an Appointment)**
2. Plumbing: **Per Texas State Law: All New construction: a Licensed Plumber is required.**
3. Water lines:
4. Gas lines:
5. Electrical: **Per Texas State Law: All New construction: a Licensed Electrician is required.**
6. Fire Prevention: **Per Texas State Law: If this is Assisted Living, Commercial or Child Care you will need to have the Fire Marshal do an inspection.**
7. Framing:
8. Insulation:
9. Rafters & Roof:

Should any of these items be put under ground or in concrete you must contact the Building Official for inspection before the concrete is poured or the line is covered up.

DO NOT COVER ANY TRENCH WITHOUT THE BUILDING OFFICIAL'S INSPECTION.

The Building Official must inspect the framing for the walls and roof before any exterior components are applied. Any and all insulation, electrical wiring, gas lines, water lines, and vents through the walls and roof must be inspected before sheetrock is installed on the interior of the building.

Should you have any questions please call me.

Ron Nelson
Building Official
City of Madisonville, Texas
Cell: (936) 245-7138

Applicant or Designee's Signature: _____

DATE: _____

Contractor Signature: _____

Contractor DL # _____ State: _____

DATE: _____