

Commercial Construction Information
City of Henderson



Community Development Department
404 W. Main
Henderson, Texas 75652
Ph# (903) 392-0786
Fax# 903-655-1513

I agree to allow no work for which separate permits are required until such permits are obtained from the City of Henderson. I have carefully read and examined the complete application and understand the same is true and correct and hereby agree that if a permit is issued, all provisions of local, State, and Federal Laws will be complied with, whether herein specified or not. I further agree to comply with all property restrictions. I am the owner of the above property or his duly authorized agent. I agree to conform and abide by all regulations and restrictions imposed upon construction by agencies of the United States Government.

E-Mail Address _____

Address _____

Print Name _____

Signature _____

Phone Number () ____ - _____

Date _____

I, _____ certify that I have received the City of Henderson permit application packet and further acknowledge that I have read and will follow to the best of my ability the rules and regulations set out in the City of Henderson Zoning Laws and City of Henderson City Ordinances. I also understand and agree that any work requiring permit approval commencing prior to confirmation of approval will be subject to abatement as well as a fine as prescribed by law.

Signed: _____

Date: _____

CITY OF HENDERSON
COMMERCIAL BUILDING PERMIT

DATE: _____ PERMIT NO.: _____

Project Address: _____ Lot: _____ Block: _____

Property Owner: _____ Address: _____ Phone No: _____

Contractor: _____ Address: _____ Phone No: _____

Description of work: _____

Is this project _____ New Construction _____ Remodel/Addition _____ Zoning District _____

Asbestos Survey Performed _____ Yes _____ No (Attach survey information) **Asbestos Abated** _____ Yes _____ No

Texas Accessibility Standards (TAS) Conformation No.: _____

No permit will be approved without Sub-Contractor information Each Sub-Contractor must provide license & insurance

Electrical Contractor: _____ Address: _____ Phone No: _____

Plumbing Contractor: _____ Address: _____ Phone No: _____

Mechanical Contractor: _____ Address: _____ Phone No: _____

Sprinkler Contractor: _____ Address: _____ Phone No: _____

Irrigation Contractor: _____ Address: _____ Phone No: _____

Sign Contractor: _____ Address: _____ Phone No: _____

Architect: _____ Address: _____ Phone No: _____

Engineer: _____ Address: _____ Phone No: _____

BUILDING DATA

Sq Ft of Project: _____ Foundation type: _____ Pier/Beam: _____ Slab: _____ Other: _____ **Call Dig Tess (800-344-8377)**

Roofing Materials: _____ Comp: _____ Wood: _____ Tile: _____ Buildup _____ Other: _____
Roof Design: _____ Truss: _____ Conventional Retaining Wall: _____ Yes: _____ No: _____
Before you dig, Texas Law requires that water and sewer utilities be notified independently & not required to be members of the Texas One Call System.

BUILDING SETBACK LOCATIONS (From Lot Lines): _____ Front: _____ Side: _____
Side Street: _____ Rear: _____ Number of Stories: _____
Notify the City for water and Sewer locates by faxing 903-657-0015 or emailing rboyd@hendersontx.us and allow 3 working days.

UTILITY INFO

Public Utilities Data: Water Available Yes ___ No ___ Sewer Available Yes ___ No ___ Cost Estimate Water: _____ Sewer: _____

Back Flow Assembly Required: Yes ___ No ___ Type of Assembly _____ Director of Utilities Sign _____

DIG TESS - BY NOT CALLING, HERE'S WHAT YOU CAN BE GETTING INTO..... Personal injury, including loss of life – damage to the environment – costly property damage – damage to these utility lines; communication (i.e. telephone, long distance communications, cable television, 911 emergency fire and police communications), electric, gas, pipelines, sewer, traffic signals, and water lines – costly delays and expensive repairs – legal problems – civil penalties.

Owner/Contractor will be required to furnish a Comcheck form demonstrating compliance with the International Energy Conservation Code. (See www.energycodes.gov/comcheck/) I understand that all provisions of the City of Henderson's Codes, Ordinances, and regulations will be complied with in the construction, alteration, or repair of said building herein specified or not.

Signature of Applicant: _____ Date: _____

(Print)

Inspector's Report

Approval/Disapproval, this the _____ day of _____, 20_____.

Inspector: _____ Cost of Construction: _____ Fee: _____

Section 365.012 Texas Health and Safety Code state law requires that any litter or other solid waste be transported and disposed of in an approved solid waste site. The City of Henderson has a Municipal Waste Hauling contract for the disposal of any waste/refuse with Progressive Waste, East Texas Regional Landfill located at 5155 FM 2867 E, Henderson, Texas.

PERMIT CHECKLIST

Zoning District	<u>Websites:</u>
Zoning Setbacks	www.license.state.tx.us
Parking	A/C Refrigeration
Signage	Architectural Barriers (Handicap)
Site Plan Required	Electricians
Plans-Building Code	
Streets-City of Henderson	www.tsbpe.state.tx.us
Streets-State (TXDot Permits required)	Texas State Board of Plumbing Examiners
Water	
Sewer	www.trcc.state.us/index.html/default.asp
Energy Code Compliance	Texas Residential Construction Commission
Drainage	
Estimate time of construction	www.dshs.state.tx.us/asbestos/rules.shtm
Fire Protection-Fire Hydrants	Texas Asbestos Health Protection Rules
Fire Protection-Sprinklers	
Subcontractors	www.txdot.gov
Fees	Texas Dept. of Transportation
Location of Gas/Power lines	State right of way and connections information

International Codes the City of Henderson has adopted:

Copies of License and Insurance required
Electric-2011
Building-2012
Plumbing-2012
Mechanical-2012
Residential-2012
Energy-2012
Fire-2012
Fuel Gas-2012

CITY OF HENDERSON

CITY CONTACTS

Development	Billy Hughes	903-392-0786 extension 264
Water and Sewer	Randy Boyd	903-657-5246 extension 227
Streets	Davis Brown	903-657-5246 extension 230
Fire	Rusty Chote	903-657-6551 extension 122

UTILITY COMPANY CONTACTS

Cable	Suddenlink	888-822-5151
Electricity	AEP-SWEPCO	888-216-3523
Gas	Centerpoint Energy Entex	800-259-5544
Telephone	Verizon	800-483-5000

CONTRACTORS INFORMATION

JOBSITE REQUIREMENTS

1. Contractors **must** check with the City of Henderson building official **before any construction commences** (including dirt work)
2. **Any Commercial Remodel or demolition must have an asbestos survey submitted with the permit application.**
3. A Site Plan may be required (building official will determine)
4. Plans are to be submitted including structural drawings (also a side view with foundation)
5. Application for permit to be filled out showing setbacks from property lines, subcontractors and water and sewer tap information. (Commercial project take note if an entrance comes off a State Highway, approvals from TXDOT must be filed with permit application.)
6. All projects must have silt fencing, port-a-potties, address, and fire extinguishers on jobsite.
7. Commercial projects over \$50,000; registration with TAS is required for handicap approval. Registration shall be furnished with building permit application.
8. **The Texas Residential Construction Commission requires that a contractor register a building project that is over \$20,000. A registration number will be required along with the application for permit.**

SCHEDULING INSPECTIONS

After the building permit has been approved:

Call the Community Development Department Assistant 903-657-6551 ext. 265 to schedule all inspections, contractors must have someone on the job site at the time of the inspection. If the work can't be done by the set time, call and reschedule or there will be an additional trip charge assessed.

Information to provide: Company doing the work, name of the owner, address of where the work is being done and what type of inspection you need. (Be specific)

OTHER SUBJECTS

Handicap confirmation number

Residential Construction Registration number

Res/Com check

Asbestos Survey

Asbestos Contractors:

Austin Environmental, INC, Bryan, Texas Phone# 979-778-2699

Brady Environmental Services, INC, Lindale, Texas Phone# 903-882-6865

Dtech Services, Arlington, Texas Phone# 682-541-5951

ERI Consulting Engineers, Tyler, Texas Phone# 903-534-5001

ETTL Engineers and Consultants, INC, Tyler, Texas Phone# 903-595-6113

The Rushing Group, INC, Del Valle, Texas 'Toll free' 877-276-7765

SUBMITTAL PROCEDURES

NEW COMMERCIAL PROJECTS

1. Two complete sets of plans including civil drawings are required for plan review. All plans for projects over 5,000 square feet must be stamped by a license engineer or an Architect for the State of Texas.
2. Plans are to be to scale no less than 18"x24" in size with one electronic pdf file sent to cmcelfresh@henderson.tx.us, and be sure to *copy* mvillanueva@henderson.tx.us.
3. Projects over \$50,000 must be submitted to the Texas Department of Licensing and Regulation for an American with Disabilities Act (ADA) review. We cannot accept any plans without a Texas Accessibility Standards (TAS) permit number.
4. All plans must have a cover sheet containing the following data:
 - Building Code Used – 2012 International Building Codes
 - Occupancy Classification
 - Building Type
 - Sprinkled or non-sprinkled
 - If mixed occupancy, list the square footage for each occupancy
 - Building height
 - Area Modifications
 - Amount of egress required for occupancy load
 - Fire Separation rating, if needed

COMMERCIAL REMODELS

1. Two complete sets of plans, minimum 18"x24" in size with one electronic pdf file sent to cmcelfresh@henderson.tx.us, and be sure to *copy* mvillanueva@henderson.tx.us. Any project over 5,000 feet will need to be stamped by a licensed engineer for the State of Texas.
2. Projects over 50,000 must be submitted to the Texas Department of Licensing and Regulations for an Americans with Disabilities Act (ADA) review. We cannot accept any plans without a Texas Accessibility Standards (TAS) permit number.
3. **An asbestos survey must be conducted in accordance with the Texas Asbestos Health Protection Rules** (TAHPR) and the National Emission Standards. The results of the survey must be submitted with the plans.



City of Henderson Commercial Review

Contractor: _____
Phone #: _____ Fax # _____
Job Name _____ Address: _____
Legal Description _____ Occupancy Classification _____
Estimated Job Cost _____ Total Sq.Ft. Under Roof _____

The items listed below must be checked if applicable to your commercial project. All items needed below for plan review must be submitted prior to drawings being accepted for review.

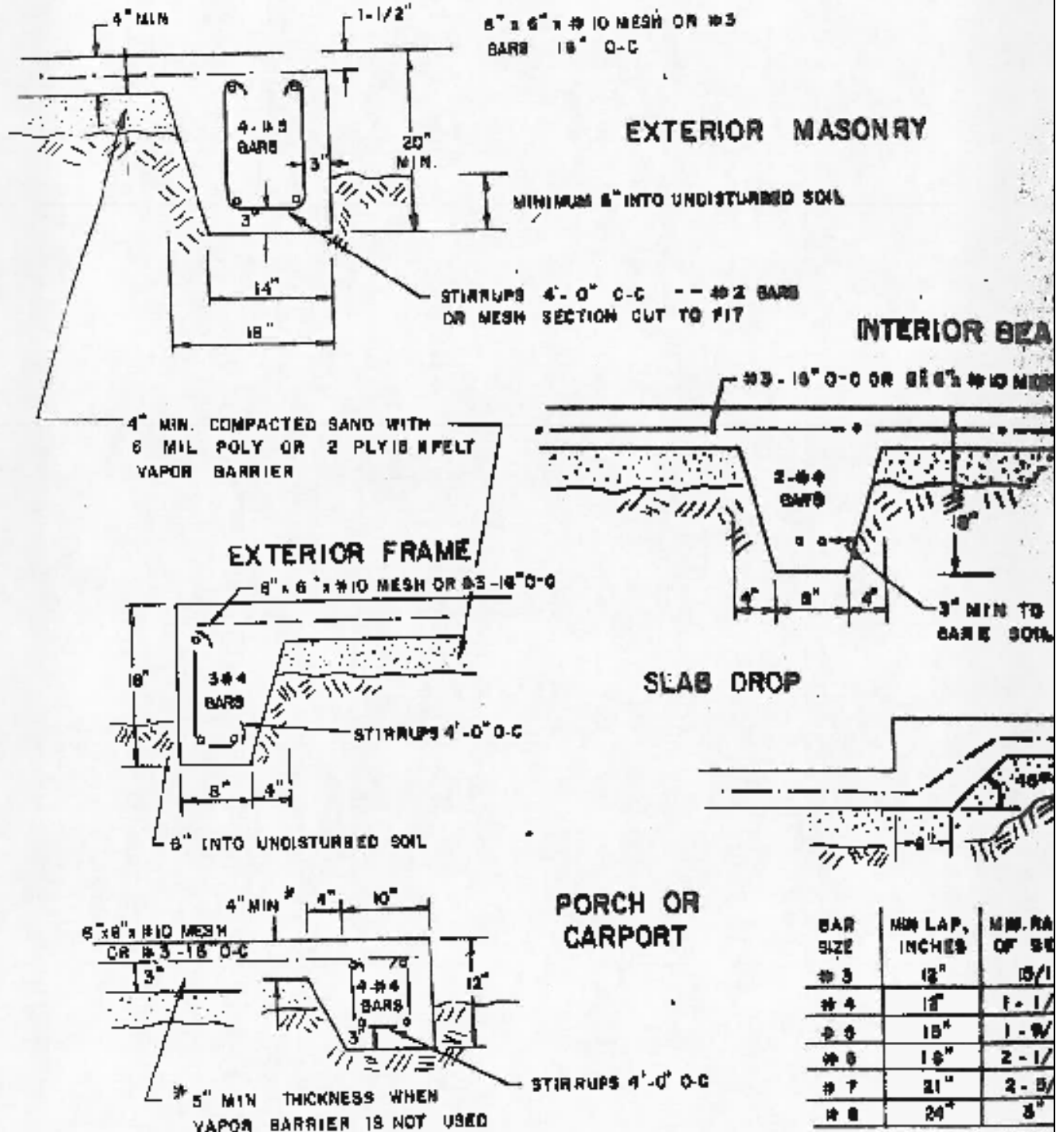
Commercial structures \$50,000 estimated construction cost or more must have a “TAS” registration number (Texas Accessibility Standards)

- () 1. Three sets of complete plans and specifications consisting of the following:
 - () Site Plan
 - () Show easements, utilities, structures, drainage plan, erosion control and setbacks of buildings from property lines
 - () Foundation Plan and Beam Detail
 - () Plumbing drawings on plan (including backflow prevention devices)
 - () Electrical drawings on plan
 - () Mechanical drawings on plan
 - () Off street parking and loading zones
- () 2. On commercial structures over 5,000 square feet or clear spans 24 feet or greater, need engineer seals and/or architect seals where required per state practice acts.
- () 3. New commercial projects 5,000 square feet or more require soil reports and design specifications.
- () 4. Comcheck-Energy compliance report for commercial buildings
- () 5. **Commercial structures to be renovated or demolished must have asbestos survey by licensed personnel.**
- () 6. If the building is within 100 year flood plain an elevation certificate is required by a licensed engineer or licensed surveyor.
- () 7. New commercial projects may be required to have plans for fire sprinkler systems and/or fire/smoke detections systems.
- () 8. New commercial projects may be required to have plans for fire separation ratings and/or firewalls.
- () 9. TPDES storm water permit – The State of Texas requires a storm water permit posted on the job.

Signature

Date

MINIMUM STANDARDS-HENDERSON, TEXAS



GENERAL NOTES

1. EXTERIOR BEAMS MUST EXTEND 6" MIN. INTO NATURAL GROUND.
2. SLABS ON A FILL MUST BE DESIGNED BY A REGISTERED ENGINEER.
3. MAXIMUM BEAM SPACING 24' UNLESS DESIGNED BY ENGINEER.
4. STEEL TO BE SET TO CLEAR BARE EARTH MINIMUM 3", WOOD OR STEEL FORM OR POLYETHYLENE BY 1-1/2".
5. BUILDING DEPT WILL REQUIRE THAT ANY SLAB DESIGNED BY A REGISTERED ENGINEER OR ARCHITECT BE INSTALLED AS DESIGNED UNLESS A WRITTEN CHANGE IS RECEIVED FROM THE DESIGNER.