



2430 Roman Forest Blvd.
Roman Forest, Texas 77357

Chris Parr
Mayor

City of Roman Forest

Building Department

Phone: 281-399-2660

Commercial
Construction
&
Land Development



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Introduction

The City of Roman Forest has adopted the 2006 International Building Codes and Amendments, the 2008 National Electric Code in addition to the City of Roman Forest Ordinances No. 218, No. 408, No. 411 and No. 412 as minimum standards for new construction. The builder/developer will be subject to required inspections for compliance.

Further, the City of Roman Forest, in an effort to help clarify requirements and associated fees, is providing this information packet to all interested parties. Depending on the event or construction circumstance, permitting may be required with an associated fee. This packet will help the builder/developer forecast permit expenses and inspections; hence, preventing any unnecessary delays and construction expense.

It is not the intent of the City to limit growth or inhibit construction, but rather to ensure the proper development thereof through regulatory limitations. In this light, the City of Roman Forest hopes to protect the health, safety and welfare of its citizens, the consumer and public interest.

Sincerely,

Mayor of the City of Roman Forest



Table of Contents

- ❖ *Inspection Department/Plan Review and Inspection Requirements*
- ❖ *Inspections/Permits/Fees*
- ❖ *Building Permit Applications*
- ❖ *Required Inspections*
- ❖ *Additional Electrical Requirements*
- ❖ *All City Ordinances Pertaining to Building*
 - *City Ordinance No. 218A (Logging Permit Ordinance)*
 - *City Ordinance No. 401 (Building Ordinance)*
 - *City Ordinance No. 408 (Building Ordinance)*
 - *City Ordinance No. 410-A (Building Ordinance)*
 - *City Ordinance No. 412-A (Building Ordinance)*
 - *City Ordinance No. 194-04 (Electrical Licensing Ordinance)*
 - *City Ordinance No. 196-04 (Building Ordinance)*
 - *City Ordinance No. 197-04 (Building Ordinance)*



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The City of Roman Forest Inspection Department Plan Review and Inspection Requirements

Any additional code requirements not specifically covered by this plan review due to lack of information or otherwise shall adhere to the City of Roman Forest Code of Ordinances and shall be field verified for code compliance and code conformance.

Building Requirements:

1. *Building to conform to 2006 International Building Codes*
2. *Finished floor elevation to be twelve inches above manhole or the crown of the street whichever is less*
3. *Dumpster and port-a-potty on job site*
4. *Anchor bolts spaced every four led*
5. *Purlin and ridge braces to terminate on load bearing walls*
6. *Span tables will be used to verify ceiling joists*
7. *Wind bracing is required*
8. *Brick ties to be spaced eighteen inches on center with two fasteners*
9. *Smoke detectors are required for final and shall be tied together*
10. *Sidewalk and driveway required to be called in for inspection before pouring concrete*

Plumbing Requirements:

1. *Plumbing Tradesman or greater on job site at all times*
2. *Water test required for plumbing ground and top out*
3. *Diaphragm Gauge required for dishwasher*
4. *Spring Gauge required for gas rough in and Diaphragm Gauge for final*
5. *Main sewer run required to have water test*
6. *When ready for final gas for meter call City Inspector to notify gas supplier*
7. *Sewer clean outs are required to be cut to grade for final*
8. *The City of Roman Forest has adopted the Plumbing License Law for the State of Texas*

Note: Please be aware that the State Field Investigator will be coming by to check the job sites.

Electrical Requirements:

1. *All inspections are based on the 2008 NEC*
2. *Call for temp pole inspection*
3. *Concrete encased electrode required for slab inspection*
4. *Bore holes and box fill will be inspected*
5. *Electrical work to be done in a neat and workmanlike manner*
6. *Panel box to be labeled for final*
7. *GFI's will be tested for final also labels need to be installed for line side plugs*
8. *All electrical labor must be performed by a licensed electrician, licensed by the State of Texas*
9. *The City of Roman Forest has adopted the Electrical License Law for the State of Texas*

Mechanical Requirements:

1. *All work must be completed by a licensed mechanical contractor*
2. *Return air has to be sealed*
3. *Primary and secondary drain lines need to have 1/4" fall per foot*
4. *Pipe sealant required at drain pan connection*
5. *Need 36" clear pathway to equipment*
6. *Box in all registers for proper bracing and balancing*
7. *Exhaust fans to terminate outside structure*
8. *Maintain one inch clearance to wood framing for attic unit*
9. *390 lb rated ladder for attic access*

If you have any questions concerning this plan and review please call Bureau Veritas 1-877-837-8775.



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Inspections/Permits/Fees

<i>Culvert Permit and Inspection</i>	<i>75.00</i>
<i>Logging Permit</i>	<i>250.00</i>
<i>T-Pole/Saw Pole Permit</i>	<i>75.00</i>
<i>City Building Permit</i>	<i>750.00</i>
<i>Building Plan Approval/Inspection</i>	<i>See Schedule</i>
<i>Administrative Fee</i>	<i>75.00</i>
<i>Plumbing Permit Fee</i>	<i>75.00</i>
<i>Electrical Permit Fee</i>	<i>75.00</i>
<i>Mechanical Permit Fee</i>	<i>75.00</i>
<i>HVAC Permit Fee</i>	<i>See Schedule</i>
<i>Parking and Paved Area Permit Fee</i>	<i>See Schedule</i>
<i>Sidewalk Permit Fee</i>	<i>See Schedule</i>
<i>Driveways Permit Fee</i>	<i>75.00</i>
<i>Culvert Pipes Permit Fee</i>	<i>See Schedule</i>
<i>Curb and Gutter Permit Fee</i>	<i>See Schedule</i>
<i>Re-Inspection Fee</i>	<i>75.00</i>
<i>Special Requested Inspections</i>	<i>250.00</i>
<i>Certificate of Occupancy</i>	<i>75.00</i>
<i>Pool Plan Approval/Inspection</i>	<i>330.00 plus \$250.00 for Building Permit (An additional \$75.00 charge for each approval/inspection over the required 6 approval/inspection processes)</i>
<i>Sprinkler/Irrigation Permit/Inspection</i>	<i>75.00</i>

An additional \$75.00 charge will apply for each additional required plan approval/inspection over the normally required approval/inspection process. This applies to each permit required by builder.



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COMMERCIAL PERMIT/INSPECTION

APPLICATION AND FEES

Project Street Address _____

Location: Roman Forest - Lot _____ Block _____ Section _____

Start Date _____ Project Valuation _____

Owners Name _____ Phone _____

Builders Information Name _____

Address _____

City, State, Zip _____

Required items for Logging Permit:

- ✓ Proof of Liability Insurance (\$100,000.00 minimum)
- ✓ \$2000.00 Cash or Surety Bond (Refundable)
- ✓ Adherence to Ordinance 218
- ✓ A logging permit is needed for any resident or builder that will be cutting down 7 or more trees that are 4" in diameter within a 12-month calendar year.

The permit holder, in signing below, has received, read and fully understands the terms, conditions, penalties, and associated requirements enacted by the City of Roman Forest Ordinance No. 218.

Signature



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Building Permit Application

Address: _____ Date: _____

Permit	Valuation/Sq. Ft.	Fee Calculation	Fee
Culvert Permit and Inspection		\$75.00	\$
Logging Permit		\$250.00	\$
T-Pole/Saw Pole Permit		\$75.00	\$
City Building Permit		\$750.00	\$
Building Plan Approval/Inspection		See Schedule	\$
Administrative Fee		\$75.00	\$
Plumbing Permit Fee		\$75.00	\$
Electrical Permit Fee		\$75.00	\$
Mechanical Permit Fee		\$75.00	\$
HVAC Permit Fee		See Schedule	\$
Parking and Paved Area Permit Fee		See Schedule	\$
Sidewalk Permit Fee		See Schedule	\$
Driveways Permit Fee		\$75.00	\$
Culvert Pipes Permit Fee		See Schedule	\$
Curb and Gutter Permit Fee		See Schedule	\$
Re-Inspection Fee		\$75.00	\$
Pool Plan Approval/Inspection		\$330.00 plus \$250.00 for Building Permit (An additional \$75.00 charge for each approval/inspection over the required 6 approval/inspection processes)	\$
Sprinkler/Irrigation Permit/Inspection		\$75.00	\$
Special Requested Inspections		\$250.00	\$
Certificate of Occupancy		\$75.00	\$
Deposit for Certificate of Occupancy	Deposit will be returned upon final completion of inspections and issued with a Certificate of Occupancy.		\$500.00
Total			\$

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COMMERCIAL PERMIT/INSPECTION FEES

25% of Building Plan Approval/Inspection due at the time the plans are dropped off for approval. Each additional plan approval and/or inspection beyond the required number of inspections will be an additional \$75.00 per approval and/or inspection.

2013 PERMIT FEE SCHEDULE

Valuation Table	
*Use this table to determine fees when noted in the fee schedule	
\$0.01 - \$7,000	\$75.00 (NOTE: The minimum permit fee is \$75.00)
\$7,001 - \$150,000	\$75.00 for the first \$7,000 plus \$4.12 for every additional \$1,000 in valuation or fraction thereof
\$150,001 - \$200,000	\$626.30 for the first \$150,000 plus \$3.87 for every additional \$1,000 in valuation or fraction thereof
\$200,001 - \$300,000	\$820.16 for the first \$200,000 plus \$3.61 for every additional \$1,000 in valuation or fraction thereof
\$300,001 - \$500,000	\$1,181.46 for the first \$300,000 plus \$3.35 for every additional \$1,000 in valuation or fraction thereof
\$500,001 - \$1,000,000	\$1,852.46 for the first \$500,000 plus \$3.09 for every additional \$1,000 in valuation or fraction thereof
\$1,000,001 - \$5,000,000	\$3,400.91 for the first \$1,000,000 plus \$2.83 for every additional \$1,000 in valuation or fraction thereof
\$5,000,001 - \$50,000,000	\$14,756.21 for the first \$5,000,000 plus \$1.54 for every additional \$1,000 in valuation or fraction thereof
\$50,000,001 and up	\$84,436.46 for the first \$50,000,000 plus \$1.03 for every additional \$1,000 in valuation or fraction thereof
PARKING LOTS, PAVED AREAS AND SIDEWALKS	
Parking lot or paved area	\$75.00 for the first 1,000 sq. ft. or part thereof. \$2.58 for each additional 1,000 sq. ft. or part thereof
Sidewalks	\$75.00 for the first 100 lineal ft. \$8.77 for each additional 100 lineal ft.
Driveways	\$75.00
Culvert pipes (not in driveways)	\$75.00 for the first 100 lineal ft. \$8.77 for each additional 100 lineal ft.
Curb and Gutter	\$75.00 for the first 100 lineal ft. \$8.77 for each additional 100 lineal ft.
HVAC FEES	
Minimum Fee	\$75.00
Ventilation systems or heat only systems (other than boilers)	\$75.00 plus 2.0 % of valuation
Commercial and industrial process refrigeration systems	\$75.00 plus \$8.77 per ton
Repairs or alterations to existing HVAC or refrigeration systems	\$75.00 plus 2.0 % of valuation Except: Ducts and grilles in a lease space, where total valuation is less than \$500.00: \$75.00 for each lease space
Temporary Operation Inspection	\$75.00
Boiler installation based on Btu input and/or HP	\$75.00 plus, \$4.12 per BHP or part thereof
Boiler Repair Permit	\$75.00
Certificate of Approval	\$75.00
Annual Boiler Inspection Fee	\$75.00



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Memo to Contractors:

When the form boards are set a surveyor needs to verify that the new building will be located behind the building line as per the plat of Roman Forest Sections One and Two.

Construction and/or remodeling work must not begin before 6:30 a.m. and must be completed by 7:30 p.m.

No concrete trucks over 2 tons will be allowed on the jobsite before 6:30 a.m. This includes all City of Roman Forest streets.

Anyone not complying with the above will be issued a citation for noise disturbance. Concrete trucks will be ordered from the City of Roman Forest and at the Officers discretion may be ticketed for the same offense.

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City of Roman Forest

I, the undersigned, do hereby understand the above memo and agree to these requirements.

Contractor

Date



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Required Inspections

Every inspection may not apply to every project and the order of inspections may vary.

- 1. Plumbing Underground*
- 2. Electrical Underground*
- 3. Foundation Pre-Pour*
- 4. Framing*
- 5. Plumbing Rough In*
- 6. HVAC Rough In*
- 7. Electrical Rough In*
- 8. Sawpole*
- 9. Electrical Meter Release*
- 10. Gas Meter Release*
- 11. Storm Drainage Underground*
- 12. Building Sewer*
- 13. Building Water Service*
- 14. Parking Lot Pre-Pour*
- 15. Plumbing Final*
- 16. Electrical Final*
- 17. HVAC Final*
- 18. Building Final*

An additional \$75.00 charge will apply for each additional required plan approval/inspection over the normally required approval/inspection process. This applies to each permit required by builder.



Electrical Requirements

Additional

1. *All copper wiring*
2. *Minimum service, 150 amp 40 circuit panel 1/0 copper, 5/8 - 8ft. copper clad, ground rod #4, #6 bonds to water pipe*
3. *All major appliances on dedicated circuit, dishwasher, disposal, trash compact, microwave, freezer, dryer, washer, blower for heater, etc.*
4. *Must have plug in the attic and a weather-proof G.F.C.I. A/C*
5. *Must have #14 wire minimum for plug circuits*
6. *No more than 8 outlets per circuit*
7. *Two (2) - dedicated circuits for kitchen and appliance circuits*
8. *Dedicated G.F.C.I. circuits for bathroom*
9. *Must have four (4) wires for dryer, ovens, cook-tops and stoves*
10. *All islands and floor plugs must be terminated at accessible pull box and at each end of conduit*
11. *All PVC run above ground should be schedule 80*
12. *All wire should be terminated in boxes, excluding dishwasher & disposal*
13. *Electrical heat should have disconnect or breaker at heater*
14. *All sub-feeds to sub-panels should be four (4) wires copper*
 - 6-4 minimum for 60 amps*
 - 4-4 minimum for 100 amps*
 - 2-4 minimum for 120 amps*
15. *All fans should be mounted on approved fan type box with 2X4 headers*
16. *If electric hot water heater is in the attic it should have disconnect at heater*
17. *All whirlpools are to be on a separate protected circuit*
18. *All shower-lights less than 8 ft. should be G.F.C.I.*
19. *All plugs and switches should have screws, not quick connect wire in back*
20. *Smoke detectors must be in all sleeping areas and immediate vicinity outside each sleeping area, top of stairs, at each floor in excess of 1 floor*

Randy Mason

Building Inspector/Bureau Veritas

City of Roman Forest