

## **ACCESSORY BUILDINGS (GARAGES, SHEDS, WORKSHOPS, ETC.)**

### **When is a Permit Required?**

A Building Permit Application must be submitted and issued prior to the beginning construction.

### **What Information Must Be Submitted to Obtain a Permit?**

1. Building Permit Application
2. Applicable Fees
3. Two (2) copies of the plot plan showing the house on the lot and the proposed accessory building with distances to the property lines, building lines, septic spray area, easements, and any other structures on the lot, including, but not limited to swimming pools, ponds, wells, etc.
4. Two (2) copies of the building plan, showing applicable details. At a minimum, a foundation plan, a roof framing plan, a floor plan, and wall sections are required.
5. Two (2) copies of the elevations of a proposed accessory building shall be submitted to demonstrate the compatibility of the proposed accessory building with the main structure. The exterior construction materials of all accessory structures shall be of a metal, masonry, or other weather-durable material that is complimentary and compatible design and construction to that of the main structure.
6. Cost of the project and bill of materials
7. Other information as required.

### **What Codes and Ordinances are Applicable to Accessory Building Construction**

- City of Oak Point Code of Ordinance
  - Chapter 3 (Building Regulations)
  - Chapter 14 (Zoning), Exhibit 14A, Sec. VII, Accessory Structures and Uses
- Various Building Codes may apply depending on the type of building to be constructed.



## BUILDING PERMIT APPLICATION

TYPE OF PERMIT:  NEW CONSTRUCTION  ADDITION  ALTERATION  HUD HOME  MODULAR HOME  OTHER: \_\_\_\_\_

DESCRIPTION OF PROJECT: \_\_\_\_\_ ESTIMATED VALUE: \_\_\_\_\_

<b>PROPERTY INFORMATION</b>	ADDRESS		SUBDIVISION		
	BLOCK:	LOT:	ZONING:		
	FRONT BUILDING LINE	SIDE BUILDING LINE	REAR BUILDING LINE	EASEMENTS	
	1 <sup>ST</sup> FLOOR SQ. FT.	2 <sup>ND</sup> FLOOR SQ. FT.	GARAGE SQ. FT.	PATIO SQ. FT.	
	PORCHES SQ.FT.	OTHER SQ. FT.	TOTAL SQUARE FOOTAGE:		
	PROPERTY OWNER NAME:			PROPERTY OWNER PHONE NUMBER:	
	PROPERTY OWNER ADDRESS:			PROPERTY OWNER EMAIL:	
<b>GENERAL CONTRACTOR</b>	GENERAL CONTRACTOR COMPANY NAME & CONTACT INFO:			GENERAL CONTRACTOR PHONE:	
	GENERAL CONTRACTOR ADDRESS			REGISTERED WITH CITY?	
				<input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>SUB CONTRACTORS</b>	ELECTRICAL SUB CONTRACTOR NAME:			REGISTERED WITH CITY?	
				<input type="checkbox"/> YES <input type="checkbox"/> NO	
	PLUMBING SUB CONTRACTOR NAME:			REGISTERED WITH CITY?	
				<input type="checkbox"/> YES <input type="checkbox"/> NO	
	MECHANICAL SUB CONTRACTOR NAME:			REGISTERED WITH CITY?	
			<input type="checkbox"/> YES <input type="checkbox"/> NO		
SEPTIC CONTRACTOR NAME:			SEPTIC CONTRACTY TCEQ LICENSE:		

I agree to allow no work on which separate permits are required. I have carefully examined and read the completed application and know the same is true and correct, and hereby agree that if a permit is issued, all provisions of the City Ordinances and State Laws will be complied with, whether herein specified or not. I, the undersigned, do hereby certify that I am the Authorized Agent/Builder/Owner of the property described above and that I am applying for this permit at the request and with the permission of the same. I authorize the Building Inspector to enter on my property to complete any inspections necessary in conjunction with the issuance of this building permit, to perform inspections in connection with the issued building permit, and to investigate code enforcement issues to this property.

Signature: \_\_\_\_\_ Agent/Builder/Owner    Date: \_\_\_\_\_

Building Official Comments:

For office use only:

Date Plans Received: \_\_\_\_\_ by \_\_\_\_\_ Date Approved: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Amount: \_\_\_\_\_