



**City of Richwood**

1800 Brazosport Blvd.  
Richwood, TX 77531  
Phone (979) 265-2082  
Fax (979) 265-734

**Commercial Permit Application**

**Project Address:** \_\_\_\_\_

Project/Business Name: \_\_\_\_\_ Proposed Use: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Approved Plat:  Yes

Owner Name(s): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**Type of Work:**

- New Commercial Building
- Commercial Remodel – Interior/Exterior
- Commercial Addition
- Commercial Build-Out
- Sidewalk/Flatwork
- Driveway/Parking Lot
- Demolition (Asbestos Survey Required)
- Re-Roof
- Culvert
- Other \_\_\_\_\_

Description of Work: \_\_\_\_\_

Valuation of Project: \$ \_\_\_\_\_ Zoning District: \_\_\_\_\_

**Contractor Information\*      *\*Must be registered with the City of Richwood***

Company Name: \_\_\_\_\_

Primary Contact(s): \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip \_\_\_\_\_

Office Phone#: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell# \_\_\_\_\_

The City of Richwood has adopted the 2015 edition of the International Building Codes and 2014 National Electrical Code. All building construction plans must adhere to these building codes and City Ordinances.

**General Information:**

- Have your structure designed to meet 120 vsd MPH-3 second gust and **148 ult wind speed**.
- Approved plans must be available on site for the Building Inspectors to view when necessary.  
**Failure to have a copy of the plans with the City approval stamp available on-site during inspections will result in failed inspections.**
- Standard turn around for Plan Review is 10-15 Business Days, non-cumulative. Resubmittals are subject to the same timeframe

**As required for Public or Commercial building by Senate Bill 509 (Effective January 1, 2002)**

Was an asbestos survey performed in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP)?  Yes  No

Date of Survey: \_\_\_/\_\_\_/\_\_\_ TDH Inspector License No. \_\_\_\_\_ Copy Attached?  Yes  No

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**New Commercial Project Checklist**

Yes No

- Have two (2) hardcopy sets of construction plans (including civils) and ONE CD (containing PDF's of application, all plans, and associated documentation) been submitted?
- Has this lot/site been platted?
- Has a site plan been provided?
- Has a signed and stamped survey been submitted?
- Has a plumbing riser diagram been submitted?
- Has a foundation plan been submitted?
- Have framing plans been submitted?
- Has an electrical layout and load analysis been submitted?
- Has an HVAC layout been provided?
- Has an Energy Code compliance report been provided?
- If this is a driveway project, has TXDOT approval been received?
- Has a drainage plan been submitted?

I hereby certify I have read and examined this document and know the same to be true and correct. All provisions of law and ordinances governing this type of work will be complied with, whether specified herein or not. I further understand that plans submitted for approval will be subject to a comprehensive review against municipal ordinance and building code. Any set of plans that must be returned for modifications or corrections in order to come into compliance with ordinance or code will be subject to rechecking in order of submittal. **Under no circumstances will paid fees be refunded or transferred. Applications and plans will be held for 180 days. After 180 days this application and any associated plans will be voided and disposed of, unless a valid building permit is issued.**

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_  
Date

FOR OFFICE USE ONLY	
PLAN CHECK FEE:	HVAC FEE:
PERMIT FEE:	PLUMBING FEE:
ELECTRICAL FEE:	SWPA \$45 PER ACRE:
TAP FEES:	UTILITY DEPOSIT:
APPROVED BY:	DATE:
TOTAL FEES:	