



www.cityofwebster.com

RESIDENTIAL BUILDING PERMIT APPLICATION

101 Pennsylvania Ave. ❖ Webster, TX 77598

(APPLICATION SUBMITTAL DOES NOT CONSTITUTE APPROVAL OF PROJECT)

*******NOTE:** *Plan review fee must be paid before processing begins.
Building permit fee must be paid before permit can be issued.*

PLEASE ALLOW PLAN REVIEW PROCESSING TIME (7-10 Business Days)

- All information is required and application must be filled in completely by applicant in order to process this application.
- **BUILDING PERMIT FEE AND UTILITY IMPACT FEES MUST BE PAID WHEN PERMIT IS ISSUED.**
- AUTHORIZED REP will be emailed and/or faxed notification of plan review status when review is complete.

Office Hours
 Mon.-Thur. 7:30am-5:30pm
 Friday 7:30am-11:30am
 OFC: (281) 338-2925
 FAX: (281) 316-4128

Date:				
Project Name:			Phone#:	
Address:				
City, State, Zip:				
Total SqFt of Project:				
Building Permit Fee: \$0.35 x SF			Plan Review Fee: 1/2 of the Building Permit Fee	
Plan Review Fee is in addition to the Building Permit Fee				
Swimming Pool-Above Ground	\$80.00		Siding Replacement	\$50.00
Swimming Pool-In Ground	\$250.00		Window Replacement	\$40.00
Hot Tub	\$80.00		New/Replacement Driveway or Sidewalk	\$40.00
Storage Shed / Accessory Building / Porch / Patio	\$80.00		Roof Replacement	\$50.00
Foundation Repair	\$50.00		Miscellaneous Items	\$20.00
New/Replacement Fence	\$20.00			

Total: \$

Detailed Scope of Work:

Contractor Name:

Address:

City, State, Zip:

Authorized Rep: _____ **E-mail:** _____

Telephone#: _____ **Cell#:** _____

Fax# _____

Signature of Applicant _____ **Print Name** _____

All applications for a building permit must include three (3) sets of construction drawings, drawn to scale with sufficient clarity and detail to indicate the nature and character of the proposed work. Digital files are required for all projects. All plans for new buildings or structural alterations of existing buildings must include:

- | | |
|---|---|
| 1. Complete architectural drawings. | 5. Mechanical equipment & layout. |
| 2. Complete engineered structural drawings. | 6. Complete site plan. |
| 3. Electrical layout & load analysis. | 7. Complete landscaping plans per City Ordinance. |
| 4. Plumbing layout & raiser diagram. | |