



CITY OF PORT ISABEL
305 EAST MAXAN STREET
PORT ISABEL, TEXAS 78578

PERMIT APPLICATION

No. _____

Official use only: Received by: _____ Date: _____

Contractor: _____ Address: _____

Telephone: _____ Cell Phone: _____ Fax: _____

Owner(s): _____ Address: _____

Telephone: _____ Cell Phone: _____ Fax: _____

Architect: _____ Address: _____

Telephone: _____ Cell Phone: _____ Fax: _____

Engineer: _____ Address: _____

Telephone: _____ Cell Phone: _____ Fax: _____

Legal description: Lot(s) _____ Block _____ Subdivision _____

Lot(s) size: Square feet _____ Dimensions _____

Worksite Address: _____ Property ID # _____

Type: () New () Addition () Repair () Alteration () Other _____

Flood Zone _____ Elev. _____ Use of Bldg. _____ No. of Stories _____

Bldg Height _____ Bldg Sq. Ft. _____ 1st floor elev. above curb _____

Foundation _____ Ext. Walls: _____

Roof: () composition () felt shingles () metal () built-up () tile

ELECTRICAL: () circuits () meter service () temporary pole () other _____

ELECTRICAL ESID #: _____

PLUMBING: bathrooms _____ lavatories _____ w / c _____ kitchens _____ w / h _____ other _____

SPRINKLER SYSTEM: _____

MECHANICAL: Type of equipment _____

OTHER: _____ Cost of Construction System \$ _____

***The army corps of engineer requires permits for seawalls, boat docks, boat house, dredging and fill.**

VALIDITY OF PERMIT: The issuance or granting of a permit or approval of plans, specifications, and computations shall not be construed to be a permit for, or an approval of, any violation of any provision of the codes or of any other city ordinance. *Any permit presuming to give authority to violate or cancel any provision of the codes or any other city ordinance shall not be valid.* The issuance of a permit based on plans, specifications, computations, and other data shall not prevent the building official from later requiring the correction of errors in plans, specifications, computations, and other data or from preventing building operations being carried on when in violation of the codes or of any other city ordinance.

NOTICE: Separate permits are required for Electrical, Plumbing, Heating, Ventilating or Air Conditioning. Electrical service main disconnects shall be located to the outside of all buildings. This application is not complete until accompanied by all required materials. Review will start when application is completed. I hereby certify that I have read and examined this application and know the same to be true and correct.

Applicant _____
Signature

Application approved by (956) 943-2682

Print Name

Date

Please review back page before signing application.

Required Documents with Application for Permit Approval

1. General Contractors – Must be insured with Certificate on File.
2. Plumbers, Electricians, Mechanical Contractors – Copy of Current license must be submitted if not on file.
3. All Contractors are required to have liability insurance or Bond for the City of Port Isabel.
4. One set of paper construction plans with site plan- will become property of the City of Port Isabel.
5. WPI-1 Windstorm application required with permit application.

APPLICATION WILL NOT BE ACCEPTED UNLESS ACCOMPANIED BY ALL REQUIRED MATERIALS.

Requires Documentation During Inspection Process

- a. A sanitation closet (Port-A-Potty) must be on premises at start of the site preparation.
- b. Allied Waste Roloff container must be on site. Submit copy of Contract to City Hall.
- c. Water meter must be connected for Rough In Inspection. Submit copy of water receipt to City Hall.
- d. A foundation survey stamped by RPLS hardcopy must be submitted PRIOR to foundation pour.
- e. Foundation Insp. **WILL NOT** be conducted until all documents are submitted to City Hall & all permits are signed.
- f. Elevation Certificate from FEMA must be submitted for all new construction and/or additions.