



Phone: (432)-264-2504
Fax: (432)-264-7024
Email: msanchez@mybigspring.com

Permits Department
217 E. 3rd St.
Big Spring, TX 79720

Building Permit Application

PROJECT INFORMATION

Project Type: Residential Multi-Family Commercial
Property Address:
Legal Address (if no property address): Lot(s): Block(s): Addition:
Square Footage of Building Area: Estimated Cost of Work (Non-residential only): \$
Project Category:
New Construction Accessory Building Electrical Curb Cut
Addition Carport Plumbing Sprinkler System
Remodel Garage Gas Pool
Manufactured Home Fence Mechanical Sign
Demolition Siding Roof Other:
Project Description:

APPLICANT INFORMATION

Name: Phone: Email:
Business Name (if applicable):
Property Owner Name (if different):

CONTRACTOR INFORMATION

Table with 4 columns: Contractor, Company Name, Contact Person, Phone Number. Rows for General, Electrical, Plumbing, Mechanical, Other.

THIS PERMIT IS REQUESTED BY THE OWNER/CONTRACTOR OR COMPANY HOLDING A MASTER LICENSE FOR THE PURPOSE STATED ABOVE. MY SIGNATURE AND LICENSE#(IF APPLICABLE) CERTIFIES THAT I AM RESPONSIBLE FOR THE WORK STATED ABOVE AS WELL AS FOLLOWING THE CITY OF BIG SPRING CURRENT CODES. THE AFFIXING OF MY SIGNATURE AND LICENSE NUMBER HERETO CERTIFIES THAT I AM RESPONSIBLE FOR THE WORK TO BE PERFORMED AND FURTHER THAT SUCH WORK SHALL BE IN ACCORDANCE WITH THE CURRENT BUILDING CODES ADOPTED BY THE CITY OF BIG SPRING.

I HAVE READ AND UNDERSTAND THE SUPPLEMENTAL INFORMATION ON THE REVERSE SIDE OF THIS APPLICATION.

SIGNATURE PRINT NAME DATE

FOR OFFICE USE ONLY
DATE REVIEWED: APPROVED NOT APPROVED ADDITIONAL INFO NEEDED PERMIT NUMBER:
ZONING: FLOOD PLAIN? BUILDING SQUARE FEET: LOT SQUARE FEET:
COMMENTS:
VARIANCE REQUESTED? ZBA FEE PAID? HEARING DATE: DECISION OF HEARING:

APPROVED FOR ISSUANCE: CHIEF BUILDING OFFICIAL DATE

REAR PROPERTY LINE

Large empty rectangular box for drawing or notes.

FRONT PROPERTY LINE

Please complete the following information, if applicable:

Building Material	<input type="checkbox"/> Wood <input type="checkbox"/> Metal <input type="checkbox"/> Other:
Foundation Type & Details	<input type="checkbox"/> Concrete <input type="checkbox"/> Treated Posts <input type="checkbox"/> Other:
Anchorage Method	<input type="checkbox"/> Brackets <input type="checkbox"/> Anchor bolts <input type="checkbox"/> Straps <input type="checkbox"/> Cast-in-place <input type="checkbox"/> Other:
Anchor Spacing	
Footing Depth, Width, Reinforcement*	
Wall height (ft, in)	
Stud Spacing on Wall Framing	<input type="checkbox"/> 16" on center <input type="checkbox"/> 24" on center <input type="checkbox"/> Other:
Roof material, pitch, & joist size**	
Roof rafter size, & rafter spacing	

Roof pitch example: A roof that rises 6 inches for every 12 inches of horizontal run has a 6-in-12 pitch.

**Footings are usually made with concrete with rebar reinforcement that has been poured into an excavated trench.*

*** For roofs, hurricane brackets are required.*

ADDITIONAL APPLICATION INFORMATION (Attach additional sheets if necessary)

Five empty horizontal lines for additional application information.

APPLICATION SUBMITAL REQUIREMENTS

1. A completed application form.
 2. Construction checklist and related requirements, if applicable. Checklists are available for Residential Additions, new Residential Construction, and new Commercial Construction.
 3. An asbestos survey is required for Commercial additions, renovations, and demolitions.
 4. An elevation certificate is required if the property is in the floodplain.
- *Additional information may be requested.*

OTHER PERMIT CONDITIONS

A permit is null and void if work or construction authorized is not commenced within 180 day, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced.

Reinspect fees will be applied for all reinspections and must be paid before the building final is approved.

A structure shall not be occupied until all final inspections have been approved and a Certificate of Occupancy has been issued.

The Building Inspection Department is not responsible to ensure that your structure is in compliance with all legal requirements and regulations that apply to your property. It is your responsibility to ensure that your property complies with all applicable legal requirements (e.g. Deed Restrictions).