



CHINA GROVE, TEXAS

Commercial New/Remodel/Addition Building Requirements

Building Codes

The City of China Grove has adopted the following building codes and ordinances regulating construction:

2018 International Building Code
2018 International Residential Code
2018 International Plumbing Code
2018 International Mechanical Code
2017 National Electrical Code
2018 International Fire Code
2018 International Swimming Pool and Spa Code
2015 International Existing Building Code (State mandated)
2015 International Fuel Gas Code (State mandated)
2015 International Energy Conservation Code (State mandated)
City of China Grove Zoning Ordinance 960711 and amendments
City of China Grove Development Plat Ordinance
City of China Grove Zoning Ordinance 960711 and amendments
City of China Grove Floodplain Management Ordinance 191205
City of China Grove Storm Water Management Ordinance 190307-2
City of China Grove Separate Storm Sewer System MS4 Phase II Regulations Ordinance 190702-1
City of China Grove Right of Way Construction Ordinance #181004
City of China Grove Landscaping Ordinance 021205
Plat Development and Subdividing

Ordinance Regulations to Note for Commercial Structures:

- Lots must be formally platted and be at least $\frac{3}{4}$ of an acre
- Only one main building per lot
- Buildings must have engineered slab foundation
- All driveways, parking spaces and/or parking lot surfaces must be concrete or asphalt
- Lot must have 50 feet minimum frontage on a public street or road
- Yards – see ordinance #970703
- See Section 11 of Ordinance #960711 for shopping centers
- No liquid propane tanks allowed without authorization of City Council
- Driveways accessing a State Highway need a TXDOT permit

Utility Providers:

CPS Energy for electric and natural gas
SAWS (San Antonio Water System) for water
On-Site Sewage Facility must be permitted through Bexar County Environmental Services

Building Permits

All persons are required to contact the city for any construction, installation, or connection projects to determine zoning, building regulations and permits required. Before a building permit will be approved, all plans and documents related to the permit application must be submitted to City Hall for review by the Permit Office.

The City of China Grove contracts its Building Permit Reviews and Inspections with BUREAU VERITAS. The City will verify submittal documents are complete and forward to Bureau Veritas for Plan Review. Bureau Veritas will contact the applicant directly if additional information and/or documents are required and to discuss any non-compliance or deviation from City Ordinances and adopted Building Code requirements. You may contact Bureau Veritas Plan Review Department for the status of your plan review at (817) 335-8111 or toll free (877) 837-8775.

The permit fee (Building Permit, Plan Review, Inspections) must be paid upon submission of the building permit application for all construction. All permit fees are non-refundable and non-transferable. No construction or work may be

commenced or no delivery of materials to a site before a permit is issued. If work or construction has commenced prior to obtaining a permit, work must stop and a permit applied for. Penalty fees for code non-compliance apply. Subsequent issuance of a permit in this situation shall not relieve anybody from fully complying with the requirements of the adopted codes in the execution of the work nor from any other penalties that might apply.

Approved permits must be picked up at the City Hall prior to work beginning and retained on site during construction. Permit becomes void if construction does not commence within 90 days of permit issuance or is suspended or abandoned for a period of 60 days at any time after work is commenced. Permits are valid for one (1) year.

All Contractors performing work within the City of China Grove's jurisdiction must be registered with the City and provide proof of liability insurance. Permits will not be issued until all contractors have registered with the City.

Inspection Requests

Contact Bureau Veritas to request inspection(s). Inspection requests received by 5:00 p.m. Monday – Friday will be performed the next business day. Inspection requests can also be emailed to the Bureau Veritas office.

Inspection Request line: (817) 335-8111 or toll free (877) 837-8775
Email inspection requests to: inspectionstx@us.bureauveritas.com

Field Inspections

Inspectors assigned to your area can be contacted via cell phone. Please call the Bureau Veritas office at (817) 335-8111 or toll free (877) 837-8775 for your inspector's name and number.

Permit packet that includes the approved plans and documents and all inspection tickets must be on site at the time of inspection.

The building final inspection must be passed prior to occupancy of building.

Construction Site

- A temporary property address must be posted at the front of the lot and readable from the street. Permanent street numbers must be displayed before final inspection.
- A portable sanitary restroom for your workers **MUST** be on your property until the final inspections are approved.
- A trash receptacle constructed to prevent construction trash from blowing or scattering from the jobsite/property shall be maintained until job completion.
- **NO** construction material, debris, or sanitary restroom facility shall be placed or stored in the public right-of-way or drainage areas at any time.
- Erosion control must be in place prior to the first inspection.



CHINA GROVE, TEXAS

Commercial Permit Submittal Requirements

CONSTRUCTION DOCUMENT SUBMITTALS: Two (2) copies of the completed set of construction documents are required for plan review. Construction documents must be submitted along with the completed permit application form.

An additional set of plans will be required for buildings with fire alarm and/or fire suppression.
An additional set of plans will be required for projects which require a health review.

Note: Drawings containing a label such as “not for construction” or “for pricing only” will not be accepted for permit application.

Professional License: Each drawing and document shall be sealed, signed, dated and designed by a State of Texas Registered Architect, Registered Engineer, Registered Interior Designer, where applicable as required by the State of Texas Engineering and Architect Practice Act.

REQUIRED DRAWINGS AND DOCUMENTS: (City Permit Office may request additional information as necessary.)

Drawings must be drawn to scale, dimensioned and of sufficient clarity.

1. Site Plan (The plat must be approved and the Site plan must be released by the City of China Grove before a permit will be issued.
2. Floor plans and roof plans
3. Exterior elevation
4. Door schedules, window schedules, hardware schedules
5. Construction details, interior elevations and interior finish schedules
6. Structural plans must include: foundation plans, roof and floor framing plans, wall sections and details
7. Mechanical, electrical and plumbing site plans and schedules
8. Plumbing plans (including riser diagram)
9. Mechanical plans
10. Electrical plans
11. Certified Energy Compliance Report

NOTE:

- a. The Plat must be approved and the Site plan must be released by the City before a permit will be issued.
- b. U.S. Department of Energy, www.energycodes.org
- c. Texas Department of Health, Asbestos Program Branch [1-512-834-6600, www.dshs.state.tx.us/asbestos]
- d. Texas Department of Licensing and Regulation [1-800-803-9202, www.license.state.tx.us]



Commercial Plan Review Checklist

Project Address: _____ Project Name: _____

Prior to permit issuance, the plat must be approved and the site plan must be released by the City of China Grove before a permit will be issued. Permit Application with an original signature must be complete and submitted with the following information:

- _____ **(2) Site Plans to include:** (Must submit a filed plat of lot)
 - Legal Description (lot, block, subdivision)
 - All easements, property lines and lot dimensions
 - North area and scale
 - Proposed structure and all existing buildings
 - Existing and proposed location of utility poles, pad mounted transformers

- _____ **(2) Landscape Plans**

- _____ **(2) Parking lot layout plans**

- _____ **(2) Hydrology Study/Grading plans**

- _____ **Flood Plain Certificate, if applicable**

- _____ **(2) Commercial Energy Code Compliance - (2015 IECC)**
To include Lighting Compliance, Mechanical Compliance and Building Envelope, if applicable.

- _____ **(2) Sets of construction plans** to include floor plan, exterior elevations, roof design, Engineered foundation plan, MEP design, construction details, window/door schedules.

- _____ **Fire lane location and construction plans and details, Fire suppression system plans and documents, Fire alarm system plans. Knox box may be required for commercial and institutional projects.**

- _____ **Driveway approaches and drainage culverts** - Engineered plans (Driveways accessing State Highways require TXDOT permit)

- _____ **TDLR # - Architectural Barriers Registration** (if \$50,000.00 or over)

- _____ **Asbestos Survey** (if demo or remodel)

- _____ **Contractor Registration required for General, Electrician, Plumber, Mechanical, Irrigator, Backflow Tester**

- _____ **OSSF design and permit**



Typical Commercial Inspections

Please contact Bureau Veritas to request inspection(s). Inspections requested by 5:00 pm Monday – Friday will be performed the next business day. Inspection requests can also be faxed to the Bureau Veritas office.

Phone: (817) 335-8111 / toll free (877) 837-8775 Fax: (817) 335-8110 / toll free (877) 837-8859 Inspection requests can be emailed to: inspectionstx@us.bureauveritas.com

- Temporary Power Pole
- Yard Sewer
- Water Service
- Plumbing Rough
- Gas Wrap
- Customer Service Inspection Form
- Foundation
- Pier/Footing
- Retaining Wall
- Sprinkler/Double Check
- Backflow
- Framing
- Plumbing Top-out Frame
- Gas Rough Pressure Test
- Mechanical Rough
- Electric Rough
- Insulation (energy)
- Drywall
- Electrical Underground
- Gas in Slab
- Gas Underground
- Grease Duct
- Mechanical Underground
- Tilt Panel
- Grade Beam
- Veneer
- Slab Add On
- Construction Electric
- Gas Temporary
- Gas Final
- Electrical Final
- Mechanical Final
- Plumbing Final
- Energy Final
- Building Final