



CITY OF SUGAR LAND
Permits & Inspections Department

RESIDENTIAL BUILDING PERMIT APPLICATION

APPLICATION # _____

VALUATION: \$ _____

PROJECT ADDRESS: _____ SQUARE FOOTAGE: _____

LOT: _____ BLOCK: _____ SECTION: _____ SUBDIVISION: _____

HOMEOWNER NAME: _____ PHONE: _____

Contractor	Street Address	City	State	Zip Code	Phone	EMAIL
TYPE OF PERMIT:	<input type="checkbox"/> New Residential	<input type="checkbox"/> Piers/Pilings	<input type="checkbox"/> Fencing	<input type="checkbox"/> Pool		
	<input type="checkbox"/> Residential Remodel	<input type="checkbox"/> Flatwork	<input type="checkbox"/> Demolition (\$55.25 flat fee)			
	<input type="checkbox"/> Residential Addition	<input type="checkbox"/> Siding	<input type="checkbox"/> Moving (\$110.25 flat fee)			

DESCRIPTION OF WORK:

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature _____ Date _____ Printed Name _____ Company _____

Phone _____ Fax _____ Cell _____ Email _____

Plan Check Fee (Due at time of submittal):\$ _____

PAY BY ESCROW ACCOUNT

Building Permit Fee: \$ _____

FOR OFFICE USE ONLY	
PLAN REVIEWED BY: _____	APPROVED FOR ISSUANCE BY: _____

RESIDENTIAL PERMIT CHECK-LIST

PLEASE VERIFY THE FOLLOWING INFORMATION BY PLACING A CHECK MARK BY EACH ITEM.

- 3 PLOT PLANS SHOWING PROPOSED CONSTRUCTION (IF APPLICABLE) _____
- 3 COMPLETE SETS OF BUILDING CONSTRUCTION PLANS _____
- REScheck ENERGY COMPLIANCE CERTIFICATE & ELECTRICAL LOAD ANALYSIS (IF APPLICABLE) _____
- COMPLETED APPLICATION _____
- FLOODPLAIN REVIEW CHECKLIST (IF APPLICABLE) _____

For office use

Processed by: _____ (Date) _____



CITY OF SUGAR LAND

BUILDING PERMIT FLOODPLAIN REVIEW CHECKLIST

ADDRESS: _____ APPLICATION NO.: _____

1. Is the proposed building/ structure located within a special flood-hazard area as shown on the Effective Flood Insurance Rate Map?
 Yes No

2. Is the proposed building/ structure located within a floodway as shown on the Effective Flood Insurance Rate Map (FIRM)?
 Yes No

3. If you answer yes to either of the above two questions, please complete the City's Floodplain Development Permit Application and include the \$100.00 application fee effective January 1, 2013. (per Ordinance No. 1874)

4. If you answer no to questions (1) and (2), please provide the following information, only if, the proposed buildings/ structures are located within 500 ft distance from a flood hazard area as shown on the effective FIRM:
 - The distance (ft) of the proposed building/ structure from the effective flood-hazard area boundary:
 - Base-flood elevation (BFE) data in the proximity of the proposed building/ structure (ft):
 - Lowest Finished Floor Elevation of the proposed building/ structure (ft):
 - Natural (undisturbed) Ground Elevation at the site of the proposed building/ structure (ft):
 - Attach Elevation Certificate or Elevation Survey from a Registered Surveyor or a Registered Engineer:

◆ Please ensure that the datum used to report elevation data requested above are consistent (same datum). Otherwise, report datum adjustment factors.

5. Other relevant information

Contact Name & number for Applicant: _____

RECOMMENDATION		
Grant Permit	Request Additional Information	Deny Permit
<hr style="width: 80%; margin: 0 auto;"/> Building Official/ Floodplain Administrator		<hr style="width: 80%; margin: 0 auto;"/> Date