



**WILLACY COUNTY  
COMMERCIAL BUILDING PERMIT APPLICATION**

Judge: Aurelio Guerra  
 Commissioner Pct. 1: Eliberto Guerra  
 Commissioner Pct. 2: Mario Tijerina  
 Commissioner Pct. 3: Henry De La Paz  
 Commissioner Pct. 4: Ernesto "Ernie" Garcia

PROJECT ADDRESS: \_\_\_\_\_ ZONING DISTRICT: \_\_\_\_\_  
 CURRENT PROPERTY USE: \_\_\_\_\_ PROPOSED PROPERTY USE: \_\_\_\_\_  
 DESCRIPTION AND NAME OF BUSINESS: \_\_\_\_\_  
 OWNER'S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 STREET ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 OWNERS E-MAIL: \_\_\_\_\_

ENGINEER: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 STREET ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 ENGINEER EMAIL: \_\_\_\_\_

ARCHITECT: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 STREET ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 ARCHITECT EMAIL: \_\_\_\_\_

CONTRACTOR BUSINESS NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

PERMIT TYPE New Commercial Development	Certificate of Occupancy	Public Improvements
Add-on Commercial	Demolition	Storm Water Pollution Prevention Plan Yes ___ No ___
Remodel Commercial	Site Work (Only)	Secure Building

DESCRIPTION OF IMPROVEMENT: \_\_\_\_\_

COST OF IMPROVEMENTS: \$ \_\_\_\_\_ (TOTAL DOLLAR VALUE OF LABOR AND MATERIALS)

Texas Accessibility Standards (TAS) Registration Number (Required if \$50,000 or more)	SQUARE FOOTAGE OF BUILDING: _____ (GROSS AREA)
TOTAL LAND AREA: _____	PLAT FILED: ___ YES ___ NO
PROJECT IN THE 100 YEAR FLOOD PLAN? ___ YES ___ NO (IF YES COMPLETE A FLOOD PLAN DEVELOPMENT APPLICATION)	

**\*SEPARATE PERMIT MUST BE OBTAINED FOR THE PLUMBING AND ELECTRICAL WORK**

THIS CERTIFIES THAT ON THIS DATE APPLICATION WAS MADE FOR PERMIT WITH WILLACY COUNTY AND BY THIS SIGNATURE; THE APPLICANT AGREES TO COMPLY WITH ALL APPLICABLE CODES AND COUNTY ORDINANCES.

APPLICANT PRINTED NAME: \_\_\_\_\_ DATE: \_\_\_\_\_  
 APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**DEMOLITION ONLY** – I HEREBY CERTIFY THAT AN ASBESTOS SURVEY HAS BEEN DONE IN ACCORDANCE WITH THE TEXAS ASBESTOS HEALTH PROTECTION RULES (TAHPR) AND THE NATIONAL EMISSION STANDARDS FOR HAZARDOUS AIR POLLUTANTS (NESHAP) FOR THE AREA(S) BEING RENOVATED AND / OR DEMOLISHED. A COPY OF THE ASBESTOS SURVEY IS INCLUDED WITH THE PERMIT APPLICATION.

DATE: _____	<b>OFFICE USE ONLY</b>		permit # _____
COUNTY ENGINEER: _____	DATE: _____		
FLOOD PLAIN ADMINISTRATOR: _____	DATE: _____		
NOTIFIED APPLICANT ON: ___/___/___	TYPE OF CONSTRUCTION: _____	OCCUPANCY TYPE: _____	
FLOOD HAZARD VERIFICATION: _____	NO HAZARD: _____	YES-ELEVATION CERTIFICATE REQUIRED	
FEES: PLAN REVIEW: _____	PERMIT: _____	PROCESSING: \$5.00	IMPACT: _____ TOTAL: _____

**COUNTY OF WILLACY  
INSPECTION DEPARTMENT**

APPLICATION  
NO. \_\_\_\_\_

SITE PLAN EXHIBIT  
SHOW ALL EXISTING BUILDINGS/STRUCTURES, AND PROPOSED BUILDING/STRUCTURES WITH  
DISTANCE TO PROPERTY LINE

REAR OF PROPERTY

DEPTH OF LOT  
( \_\_\_\_\_ ) FEET

(NAME) \_\_\_\_\_  
SITE PLAN APPROVED BY APPLICANT  
DATE: \_\_\_\_\_ 20 \_\_\_\_\_

SIDE SIDE

←————— WIDTH OF LOT —————→

FRONT PROPERTY LINE

( \_\_\_\_\_ )  
STREET/ROAD NAME

THE ABOVE PROPERTY IS LOCATED IS LOCATED AS FOLLOWS:  
PLEASE USE MAIN ROADS/MAIN INTERSECTION

\_\_\_\_\_

\_\_\_\_\_

ALL SETBACKS AND FINISH FLOOR ELEVATIONS SHALL BE IN COMPLIANCE WITH THE SUBDIVISION PLAT AND OR DEED RESTRICTIONS. NO MORE THAN ONE SINGLE FAMILY DETACHED DWELLING PER LOT. APPLICANTS SHALL COMPLY WITH ALL THE PLAT AND OR DEED RESTRICTIONS AND REQUIREMENTS AFFECTING THE LOT.

576 W. MAIN  
RAYMONDVILLE, TX  
TEL: 956-689-3393

**Inspecting Department**  
**County of Willacy**  
Chapter 232, Texas local Government code  
Application

APPLICATION  
NO. \_\_\_\_\_

**NOTICE**

ALL SET BACKS AND FINISH FLOOR ELEVATIONS SHALL BE IN COMPLIANCE WITH THE SUBDIVISION PLAT AND/OR ANY DEED RESTRICTIONS. NO MORE THAN ONE SINGLE FAMILY RESIDENCE PER LOT. APPLICANT SHALL COMPLY WITH ALL THE PLAT AND/OR RESTRICTIONS OR DEED REQUIREMENTS AFFECTING THE LOT. APPLICANT ACKNOWLEDGES THAT NO FURTHER DIVISION OF THE DESCRIBED PROPERTY SHALL BE DONE WITHOUT FIRST PREPARING A SUBDIVISION PLAT IN ACCORDANCE WITH WILLACY COUNTY SUBDIVISION RULES, TEXAS LOCAL GOVERNMENT CODE AND/OR TEXAS WATER DEVELOPMENT BOARD MODEL SUBDIVISION RULES.

A CLEARANCE FOR ANY PROPERTY LOCATED IN AN AREA DESIGNATED AS ZONE "A", "AE", "AH" OR "AO" UNTIL THE OWNER AND/OR CONTRACTOR HAS RECEIVED A DEVELOPMENT PERMIT APPROVED BY THE COUNTY OF WILLACY FLOORPLAN ADMINISTRATOR INCLUDING AN ELEVATION CERTIFICATE REFLECTING THE PROPOSED FINISHED FLOOR ELEVATION FOR THE IMPROVEMENTS AND THE BASE FLOOD ELEVATION FOR THE PROPERTY IN ADDITION. A FINAL CLEARANCE WILL NOT BE ISSUED UNTIL THE OWNER AND/OR CONTRACTOR HAS PROVIDED THE INSPECTION DEPARTMENT A FINISHED FLOOR CONSTRUCTION ELEVATION CERTIFICATE CONFIRMING THAT ALL IMPROVEMENTS WERE CONSTRUCTED IN ACCORDANCE WITH THE TERMS OF THE INITIAL APPLICATION AND FLOODPLAN ADMINISTRATION DEVELOPMENT PERMIT.

A SEPERATE PERMIT IS ALSO REQUIRED FOR INSTALLATION OF SEPTIC TANKS AND THE VERTIFICATION THAT SEPTIC TANKS WERE INSTALLED IN COMPLIANCE WITH ALL LEGAL REQUIREMENTS. THIS APPLICATION IS SUBJECT TO CANCELLATION IF WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANY TIME AFTER WORK IS COMMENCED. APPLICANT/ OWNER STATES THAT NO STRUCTURE EXISTS ON THIS TRACT OF LAND. IF FOUND IN VIOLATION, APPROVED APPLICATION MAY BE REVOKED. APPROVED APPLICATION FEE SHALL BE DOUBLED FOR CONSTRUCTION COMMENCING AND/OR STRUCTURES MOVED IN PRIOR TO OBTAINING AN APPROVED APPLICATION.

THE FORGOING IS A TRUE AND CORRECT DESCRIPTION OF THE IMPROVEMENTS CONTEMPLATED BY THE UNDERSIGNED APPLICANT, THE APPLICANT STATES THAT THE APPLICANT WILL HAVE FULL AUTHORITY OVER THE CONSTRUCTION OF SAME, AND CONTRACTOR AND APPLICANT HEREBY AGREE TO COMPLY WITH ALL COUNTY REQUIREMENTS AND APPLICABLE PLAT AND/OR DEED RESTRICTIONS. APPLICANTS AND CONTRACTOR'S HERE BY CERTIFY THAT EACH HAS READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLETED 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. BY SIGNING THIS APPLICATION, APPLICANT AND CONTRACTOR AUTHORIZE REPRESENTATIVES OF THE COUNTY OF WILLACY TO COME ON TO THE CONSTRUCTION SITE TO MONITOR CONTRACTOR'S AND APPLICANTS, COMPLIANCE WITH THE TERMS OF THE PERMIT AND THE COUNTY'S SUBDIVISION REGULATIONS.

SPECIAL CONDITIONS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE OF APPLICANT/OWNER \_\_\_\_\_ DATE: \_\_\_\_\_

PLEASE CONTACT INSPECTION DEPARTMENT 48 HOURS PRIOR TO POURING OF FOUNDATION FOR INSPECTION OF BUILDING SETBACKS FROM PROPERTY LINES AND FINISH FLOOR ELEVATION. NO CONSTRUCTION ALLOWED OVER EASEMENT, BUILDING SETBACKS AND FINISH FLOOR ELEVATION SHALL BE MET PRIOR TO POURING FOUNDATION OR WHEN MOVING IN A STRUCTURE.

<b>FOR COUNTY USE ONLY</b>	
1. BUILDING DISTANCE FROM PROPERTY LINE (SETBACKS): FRONT: _____ SIDE: _____ REAR: _____ SIDE: _____ CORNER SIDE: _____	
2. MINIMUM FINISHED FLOOR ELEVATION <input type="checkbox"/> 18 INCHES ABOVE _____ <input type="checkbox"/> OTHER: _____	
3. FLOOD ZONE: <input type="checkbox"/> ZONE A <input type="checkbox"/> ZONE AE <input type="checkbox"/> ZONE AH <input type="checkbox"/> ZONE AO <input type="checkbox"/> ZONE B <input type="checkbox"/> ZONE C <input type="checkbox"/> ZONE B (SHADED) <input type="checkbox"/> ZONE AE(SHADED) <input type="checkbox"/> ZONE X <input type="checkbox"/> ZONE X (SHADED) <input type="checkbox"/> OTHER: _____	
INSPECTOR'S SIGNATURE: _____	DATE: _____
REQUESTED FOR: WATER <input type="checkbox"/> YES <input type="checkbox"/> NO	LIGHT <input type="checkbox"/> YES <input type="checkbox"/> NO
PRECINCT NO. <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	

**WILLACY COUNTY  
BUILDING INSPECTIONS  
PERMIT FEE SCHEDULE  
RESIDENTIAL BUILDING PERMIT FEES  
SEC. 18-127**

(A) Any person applying to the city for a building permit shall pay to the county, prior to the issuance of the permit, a building permit fee for any improvement based on the following schedule:

Permit Processing Fee	\$5.00
New Construction (Residential)	\$0.18 per square foot
New Construction (Commercial)	\$0.22 per square foot
Remodeling (No additional square footage)	

<b>Total Improvement Value:</b>	<b>Fee:</b>
\$1.00 to \$500.00	\$45.00
\$500.01 to \$2,000.00	\$45.00 for the first \$500.00 plus \$2.50 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,000.01 to \$25,000.00	\$80.00 for the first \$2,000.00 plus \$8.50 for each additional \$1,000.00 or fraction thereof
\$25,000.01 to \$50,000.00	\$257.00 for the first \$25,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof to and including \$50,000.00
\$50,000.01 to \$100,000.00	\$370.00 for the first \$50,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof to and including \$100,000.00
\$100,000.01 to \$500,000.00	\$574.00 for the first \$100,000.00 plus \$3.25 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00

<b>Inspection and Plan Review Fees:</b>	<b>Fee:</b>
Inspections outside of normal business hours	\$35.00 per hour (minimum charge – two hours) or total hourly cost to the county, whichever is greater
Re-Inspection fees	\$35.00 per hour (minimum charge – one hour) or total hourly cost to the county, whichever is greater
Inspections for which no fee is specifically indicated	\$35.00 per hour (minimum charge – one hour) or total hourly cost to the county, whichever is greater
Plan Review fee	Commercial 50% of permit fee. Residential 25% of permit fee
Additional plan review required by changes, additions or revisions to plans	\$35.00 per hour (minimum charge – one hours) or total hourly cost to the county, whichever is greater
For use of outside consultants for plan checking and inspections, or both	Actual costs, including but not limited to administrative and overhead costs.
Demolition Permit Fee	\$75.00 Residential \$150.00 Commercial
House Moving Permit (OWNER NEEDS SEPARATE PERMIT)	\$75.00
Manufactured Home Permit	\$150.00
Driveway	\$45.00
Fence	\$15.00
Foundation Repair	\$60.00

(B) Re-Inspection fees shall be assessed for each inspection or re-inspection when such portion of work for which the inspection is called is not complete, corrections called for are not made or any portion of the structure is inaccessible.