



Residential Accessory Buildings

BUILDING CODES

Construction of accessory buildings must adhere to adopted building codes and ordinances. The City of China Grove has adopted the 2018 versions of the International Building, Residential, Plumbing and Mechanical Codes and the 2017 National Electric Code (NFPA 70). The State of Texas mandates the 2015 versions of the International Fuel/Gas and Energy Conservation Codes.

Ordinance Regulations to Note for Accessory Buildings:

- Construction of an accessory building cannot commence until the main use building/dwelling construction has commenced
- Use of accessory buildings are not allowed unless the main building/dwelling is in use
- All accessory buildings must be placed behind the exterior wall that is closest to any street
- Accessory buildings (except metal buildings) over 400 square feet must have an engineered slab foundation
- Metal accessory buildings over 500 square feet must have an engineered slab foundation
- EXCEPTION to engineered slab foundation – One (1) Livestock Barn on a residential lot more than 2 acres
- Each residential lot is allowed two (2) metal accessory buildings. Construction must be of a material and color that is architecturally and aesthetically compatible to the dwelling/main building
- On lots less than 1.5 acres, there can be no more than 3 accessory buildings of any size or material.
- On lots less than 1.5 acres, the aggregate square footage of accessory building(s) cannot exceed 1600 square feet of enclosed area
- All driveways and parking spaces must be surfaced with concrete or asphalt

When is a permit needed? A permit is required for the construction, alteration or addition to of all accessory buildings.

What is needed to obtain a permit? A plan review and inspections are required and the fee is due upon permit issuance. Plan review/inspection fees are based upon valuation of the project.

Submittal Documents:

- Residential Permit Application
- Contractor Registration
- Two (2) Location/Site Plans to accurate scale showing the exact location of the proposed building in relation to other buildings, streets, easements, rights of way, utilities, septic system, and front, rear and side setbacks
- Engineered foundation plan (if required)
- Structural plans if build on site
- Brochure if pre-built

Plan Reviews and Inspection Requests

The City of China Grove has contracted its plan reviews and inspections with BUREAU VERITAS.

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 request 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.



CHINA GROVE, TEXAS

Residential Remodel/Addition

BUILDING CODES

Construction must adhere to adopted building codes and ordinances. The City of China Grove has adopted the 2018 versions of the International Building, Residential, Plumbing and Mechanical Codes and the 2017 National Electric Code (NFPA 70). The State of Texas mandates the 2015 versions of the International Fuel/Gas and Energy Conservation Codes.

Addition – Any construction work done to the residential dwelling/main building that results in the addition of square footage to the footprint of the house. Additions can be carports, covered patios, sunrooms, bedrooms or any other room enclosed or open that is attached to the main structure.

Remodel – Any interior or exterior construction work to the residential dwelling/main building such as moving walls, replacing windows, any major electrical, plumbing and/or mechanical work.

When is a permit needed? A permit is required for all additions and remodels to a residential dwelling/main building.

What is needed to obtain a permit? A plan review and fee is due upon permit issuance.

Submittal Documents for Addition:

- Residential Permit Application
- Contractor Registration
- Two (2) sets of floor plans to include all electrical, plumbing and mechanical. Include floor plan of existing structure
- Two (2) location/site plans showing distance from addition to property lines and other structures and showing all easements and existing structures on property. Filed plat may be required.
- Two (2) sets of roofing and engineered foundation plans
- Two (2) Simplified Prescriptive Approvals (International Energy Conservation Code)

Submittal Documents for Remodel:

- Residential Permit Application
- Contractor Registration
- Two (2) sets of plans to include all electrical, plumbing and mechanical, if applicable
- If installing new windows as part of the remodel, two (2) Simplified Prescriptive Approvals (International Energy Conservation Code)

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

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CHINA GROVE, TEXAS

CONTRACTOR REGISTRATION FORM

TYPE OF CONTRACTOR LICENSE

ELECTRICAL CONTRACTOR
 MASTER ELECTRICIAN
 JOURNEYMAN ELECTRICIAN
 MASTER SIGN ELECTRICIAN

MECHANICAL (HVAC)
 IRRIGATOR (LANDSCAPE)
 BACKFLOW (*special form required*)

MASTER PLUMBER
 JOURNEYMAN PLUMBER

OTHER

CONTRACTOR INFORMATION

COMPANY NAME: _____ PHONE: _____

COMPANY ADDRESS: _____

CITY, STATE, ZIP: _____

LICENSEE NAME: _____

LICENSEE NUMBER: _____ PHONE: _____

ADDRESS (MAILING): _____

CITY, STATE, ZIP: _____

EMAIL ADDRESS: _____

SIGNATURE: _____ DATE: _____

**PLEASE PROVIDE COPY OF DRIVER'S LICENSE, STATE LICENSE AND
 A CERTIFICATE OF LIABILITY INSURANCE LISTING AS CERTIFICATE HOLDER:
 CITY OF CHINA GROVE, 2412 FM 1516 S, CHINA GROVE, TX 78263**



Residential Driveways and Parking Spaces

Driveways and parking spaces are regulated by City ordinance.

All driveways and parking spaces must be constructed of concrete or asphalt and arranged to permit the satisfactory ingress and egress of a motor vehicle.

When is a permit needed? A permit is required for new and replacement driveways and parking spaces.

What is needed to obtain a permit? A plan review and permit fee is due upon permit issuance.

Submittal Documents:

- A Residential Permit Application
- Contractor Registration
- Sketch or Drawing showing the exact dimensions of the driveway or parking space and type of construction material--for the part of the driveway in the right-of-way (ROW), the layout and type of reinforcement materials must be included—ROW part of driveway will require a City Engineer review and pre-pour inspection.
- Location/Site Plan to accurate scale showing the exact location of the proposed driveway or parking space in relation to property lines, buildings, streets, easements, right of ways, and utilities

Please contact City Hall Permit Office at 210-648-4923 or email to cg.permits@att.net to schedule the pre-pour inspection.



CHINA GROVE, TEXAS

Residential Trade Permits

The City of China Grove has adopted the 2018 versions of the International Building, Residential, Plumbing and Mechanical Codes and the 2017 National Electric Code (NFPA 70). The State of Texas mandates the 2015 versions of the International Fuel/Gas and Energy Conservation Codes.

A Residential Permit Application and Contractor Registration Form are required to apply for a trade permit. Permits should be pulled by the tradesman.

All permits issued require an inspection. The City of China Grove has contracted its plan reviews and inspections with BUREAU VERITAS. Contact Bureau Veritas to request an inspection. 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

Electrical Upgrades/ Repairs

Plumbing Upgrades/ Repairs

Mechanical Upgrades/ Repairs (commonly known as HVAC or Heating, Ventilation and Air Conditioning)

Irrigation Systems

An approved backflow device must be installed with each sprinkler system and a Customer Service Inspection Certificate must be submitted to San Antonio Water System (SAWS) and the City of China Grove.



Fences

Fences are regulated by City ordinance.

- Fences must be constructed of conventional fencing material
- No higher than 6 feet from the ground
- Not allowed to extend past the front exterior wall of commercial structures without a variance
- Not allowed to extend past the front exterior wall of residential dwellings without a variance [unless the lot is two (2) acres or more]

When is a permit needed? A permit is required for new and replacement fences.

What is needed to obtain a permit? A plan review and permit fee is due upon permit issuance.

Submittal Documents:

- A Commercial or Residential Permit Application
- Contractor Registration
- Drawing/Photo of Fence showing the exact dimensions of height and linear feet, type of construction material(s), how constructed and how the fence will be fastened to the ground
- Location/Site Plan to accurate scale showing the exact location of the proposed fence in relation to property lines, buildings, streets, easements, right of ways, and utilities

A final inspection is required for your project. Please contact City Hall Permit Office at 210-648-4923 to schedule the final inspection.



CHINA GROVE, TEXAS

Residential New Home 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 (also State mandated)
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 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
Plat Development and Subdivision

Ordinance Regulations to Note for Single Family Residences:

- Lots must be formally platted and be at least $\frac{3}{4}$ of an acre
- Only one dwelling per lot
- Accessory buildings cannot be erected until construction has commenced on the dwelling and accessory building use is not allowed unless the dwelling is in use
- Dwelling must have engineered slab foundation
- Livable square footage cannot be less than 1800 square feet
- Dwelling must have at least a 2-car attached or detached garage of at least 400 square feet
- All driveways and parking spaces must be concrete or asphalt
- Lot must have 30 feet minimum frontage on a public street or road
- Yards – see ordinance #970703
- No liquid propane tanks allowed without approval of the 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 may 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 has commenced. Permits are valid for one (1) year.

All Contactors 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

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Field Inspections

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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 the dwelling.

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

New Residential Permit Submittal Requirements

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

Site plans (plot plans) drawn to a scale of 1" = 20'. Site plans must show lot dimensions, footprint of building and distance from building to property lines, platted building lines, driveways, all easements, and the address and legal description of the lot.

Floor plans drawn to a scale of 1/4" = 1'. Floor plans must show all dimensions, room names, size and type of windows and doors, cabinets and fixtures, and ceiling heights.

Exterior elevation plans drawn to a scale of 1/4" = 1'. Exterior elevation plans must show exterior materials, windows and doors, roof slopes, chimneys, and overhangs.

Structural plans, where required, drawn to a scale of 1/4" = 1'. Structural plans must show second floor framing, ceiling framing, roof framing, headers, and beams.

Foundation plans (must be sealed by a State of Texas Licensed Engineer or Foundation Detail (Reference IRC) drawn to a scale of 1/4" = 1'. Foundation plans must show all dimensions, location and spacing of beams, location of post-tensioning cables (if applicable), location and sizes of rebar (if applicable), concrete specifications, slab thickness, beam sizes and details, post-tensions cable details (if applicable), other notes and requirements by the Engineer, and the address and legal description of the lot.

Engineer's foundation design letters. Letters must include a statement that the foundation has been designed specifically for soil conditions of listed lot and that design is in accordance with the building code, must be sealed by the State of Texas Licensed Engineer that designed the foundation plans, and must show the address and legal description of the lot.

Masonry on Wood details, if applicable. Masonry on wood details must be sealed by a State of Texas Licensed Engineer or built to the International Residential Code details.

Electrical plans (may be combined with floor plan) drawn to a scale of 1/4" = 1'. Electrical plans must show location of receptacles and other outlets, exhaust fans, smoke detectors, light fixtures, service equipment and panels.

Plumbing plans (may be combined with floor plan) drawn to a scale of 1/4" = 1'. Plumbing plans must show location of fixtures, water heaters, and gas outlets.

Energy Compliance Report – (www.energycodes.gov) (IC3 reports: <http://ic3.tamu.edu>)

NOTE: A Form Survey sealed by a State of Texas Licensed Surveyor will be required to be on site for the Plumbing Rough Inspection.



CHINA GROVE, TEXAS

New Residential Plan Review Checklist

Project Address: _____ Date Received: _____

Prior to permit issuance, all properties must have an approved plat and site plan released from the City of China Grove. 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)
 - North arrow and scale
 - Property lines and lot dimensions
 - All easements
 - Proposed structure and all existing buildings
 - Driveways and sidewalk dimensions
 - Setbacks for front, rear and sides of house must be shown on site plan

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

- _____ **(2) Residential Energy Code Compliance Report (2015 IECC).**
Rescheck, IC3 report and Energy Star reports accepted. www.energycodes.gov

- _____ **(2) Foundation Plans** – all slabs to be engineered
Engineered Foundation plans and letter. Must state foundation was designed for the soil conditions on that particular lot and the design criteria of the IRC.

- _____ **(2) Sets of house plans to include:** floor plan, exterior elevations, roof design, mechanical design, electrical design, plumbing design, construction details, window/door schedule, masonry on wood details, sheer wall details.

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

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

- _____ **OSSF design and permit**



Typical New Residential 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 also be emailed to: inspectionstx@us.bureauveritas.com

- Plumbing Rough
- Water Service
- Yard Sewer
- Form Survey

- Foundation - Engineered Foundation letter, but must be in packet at time of frame inspection

- Electric Rough
- Mechanical Rough
- Gas Rough Piping /Test
- Plumbing Top-out Frame
- Framing

- Energy Insulation

- Construction Electric
- Gas Final

- Electrical Final
- Mechanical Final
- Plumbing Final
- Energy Final
- Building Final
- Customer Service Inspection Form

- Temporary Pole
- Flatwork



CHINA GROVE, TEXAS

Photovoltaic (Solar) Panel Systems

The City of China Grove has adopted the 2018 versions of the International Building, Residential, Plumbing and Mechanical Codes and the 2017 National Electric Code (NFPA 70). The State of Texas mandates the 2015 versions of the International Fuel/Gas and Energy Conservation Codes.

Rooftop Installed Photovoltaic Panel Systems

When is a permit needed? A permit is required for all rooftop installations.

What is needed to obtain a permit? A plan review is required and the permit fee is due upon permit issuance.

Submittal documents:

- Residential Permit Application
- Contractor Registration
- The packet from the company installing the system along with an engineer's letter stating the additional load on the roof is acceptable
- Any required documentation from electrical utility provider - CPS Energy

Ground Mount Photovoltaic Panel Systems

When is a permit needed? A permit is required for all ground mount installations.

What is needed to obtain a permit? A plan review is required and the permit fee is due upon permit issuance.

Submittal documents:

- Residential Permit Application
- Contractor Registration
- The packet from the company installing the system including the ground mount structure
- Two (2) Location/Site plans to accurate scale showing the exact location of the proposed system in relation to structures, streets, easements, rights of way, utilities (including overhead powerlines), septic system, and front, rear and side setbacks
- Any required documentation from electrical utility provider - CPS Energy

Plan Reviews and Inspection Requests

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Residential Swimming Pools and Spas

The City of China Grove has adopted the 2018 International Swimming Pool and Spa Code, the 2018 versions of the International Building, Residential, Plumbing and Mechanical Codes and the 2017 National Electric Code (NFPA 70). The State of Texas mandates the 2015 versions of the International Fuel/Gas and Energy Conservation Codes.

In-Ground Private Swimming Pools and Spas

When is a permit needed? A permit is required for all in-ground pool construction.

What is needed to obtain a permit? A plan review is required and the permit fee is due upon permit issuance.

Submittal documents:

- Residential Permit Application
- Contractor Registration
- Two (2) Location/Site plans to accurate scale showing the exact location of the proposed swimming pool and/or spa in relation to structures, streets, easements, rights of way, utilities (including overhead powerlines), septic system, and front, rear and side setbacks
- Layout of pool and/or spa to include depth
- Stamped approved by *local utility service company or DIG TESS Number*.

Above-Ground Private Swimming Pools and Spas

When is a permit needed? A permit is required for all above ground pool construction/installation.

What is needed to obtain a permit? A plan review is required and the permit fee is due upon permit issuance.

Submittal documents:

- Residential Permit Application
- Contractor Registration
- Two (2) Location/Site plans to accurate scale showing the exact location of the proposed swimming pool and/or spa in relation to structures, streets, easements, rights of way, utilities (including overhead powerlines), septic system, and front, rear and side setbacks
- Layout of pool and/or spa to include depth or pool/spa manufacturer brochure

Plan Reviews and Inspection Requests

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