

City of  
Humble

RAY PEARSON  
CHIEF BUILDING OFFICIAL

114 WEST HIGGINS • HUMBLE, TEXAS • 77338 • (281) 446-6228 • FAX (281) 446-7902

### **COMMERCIAL PLAN SUBMITTAL CHECK LIST**

Mercantile / Business / Educational / Storage / Factory Industrial / Hazardous / Institutional

Two (2) Complete sets of plans and One (1) disk in PDF format including:

ARCH D – 24" x 36"

Building: Material to be used

Electrical: One-Line Diagram – Load Calculations

Plumbing: Riser-Diagram

HVAC: Diagram

State of Texas Engineer Seal and Signature

*Required if building is over 5,000 square feet*

Required M.E.P. if building is over 5,000 square feet or if building is over \$8,000.00 in construction cost for a public facility.

Plot Plan showing set back lines:

Front: 25 Feet

Back: 10 Feet

Sides: 7 ½ Feet

Flood Way locality (located on plat plan)

Tax Payment Verification

Sewer Capacity

*A separate fee payable to the water department is required for sewer capacity, this fee is collected prior to building permits being issued.*

Soil Report

Survey of Property (legal description- lot, block, section) – New Construction

TSAR Elevation Certificate

Detention Pond

Development Plat

## COMMERCIAL PLAN SUBMITTAL CHECK LIST CONTINUED

### Food Establishments:

Two (2) sets of plans containing the same as above.

Approved and Signed Submission to Harris County prior to review by City of Humble

Harris County Health Department: (713) 439-6270

### Fire Protection:

Fire Alarm: IFC 2012, NFPA 72, NFPA 13, NFPA 13R must be followed at all times.

Texas Fire Alarm Technician (FAL) and/or Fire Alarm Planning Superintendent (APS) License Required.

Fire Sprinkler: IFC 2012, NFPA 13, NFPA 13R, NFPA 72 must be followed at all times.

Texas Responsible Managing Employee-General License (RME-G) and/or Responsible Managing Employee-Underground (RME-U) License Required.

### Kitchen Fire

Suppression System: IFC 2012, UL300 Standard, NFPA 17, NFPA 17A, NFPA 96 must be followed at all times.

Texas Type "K" Kitchen Cooking Systems License Required.



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**PERMIT FEES  
EFFECTIVE OCTOBER 1, 2016**

All Contractor Licenses:	\$100.00
All Contractor Renewals:	\$50.00
Subdivision, Final, Development Short Form Plat Applications:	\$25.00 plus \$400.00 Review
Building Permit:	\$10.00 up to \$1,000.00 \$10.00 plus \$5.00 per \$1,000.00 up to \$50,000.00 \$250.00 plus \$4.00 per \$1,000.00 up to \$100,000.00 \$400.00 plus \$3.00 per \$1,000.00 up to \$500,000.00 \$1,600.00 plus \$2.00 per \$1,000.00 greater than \$500,000.00
Electrical Permit:	\$50.00 plus \$1.00 per \$1,000.00
Plumbing Permit:	\$50.00 plus \$1.00 per \$1,000.00
HVAC/Mechanical/Refrigeration Installation or Repair:	\$50.00 plus \$1.00 per \$1,000.00
Home Owner Exemption Permit:	\$50.00
Plan Review Fee:	½ Permit Cost
Irrigation Permit:	\$25.00 Residential \$50.00 Commercial
Excavation/Grading:	\$2.00 per \$1,000.00
Demolition Permit:	\$50.00 up to 100,000 Cubic Feet \$0.50 per additional 1,000 Cubic Feet
Structure Moving Permit:	\$50.00
Fire Sprinkler Permit:	\$50.00 Multifamily and Commercial
Fire Alarm Permit:	\$50.00 Multifamily and Commercial

Commercial Fire Suppression Permit:	\$50.00
Burglar Alarm Permit:	\$25.00 Residential \$50.00 Commercial
Sign Permit:	\$50.00 under \$1,000.00 \$100.00 over \$1,000.00
Tent Permit:	\$50.00
Parade Permit:	\$25.00
Precious Metals Permit:	\$100.00
Game Room Permit:	\$30.00 plus \$15.00 per Machine
Towing Permit:	\$150.00 per Vehicle Tag
Towing Operator License:	\$50.00 per Driver
Taxicab Permit:	\$100.00
Taxicab Operator License:	\$50.00 per Driver
Transient Retail Business License:	\$50.00
Junk Dealer License Fee:	\$50.00
Re-Inspection Fee:	\$50.00 first re-inspection \$75.00 second re-inspection \$100.00 all subsequent re-inspections
Home Owner Exemption Non-Compliance Penalty:	\$100.00
Performing Work without Building, Plumbing, Electrical, Mechanical Permit Penalty:	Violation of Sections 105.1 and 114 IBC, May be cited as a Misdemeanor punishable by up to \$2,000.00 for life safety violations or \$500.00 for all other violations as prescribed in §1.11 of Code of Ordinances. Each day shall constitute a separate offense
Performing Work without Fire Sprinkler, Fire Alarm, Commercial Suppression Permit Penalty:	Violation of Sections 105.1 and 109 IFC, May be cited as a Misdemeanor punishable by up to \$2,000.00 for life safety violations or \$500.00 for all other violations as prescribed in §1.11 of code of Ordinances. Each day shall constitute a separate offense.

Failure to Obtain Certificate  
of Occupancy:

Violation of Sections 111.1 and 114 IBC, Misdemeanor  
punishable by up to \$2,000.00 for life safety violations or  
\$500.00 for all other violations as prescribed in §1.11 of Code of  
Ordinances. Each day shall constitute a separate offense.

Performing Work without  
A Permit Not Governed by the  
IBC or IFC:

Double Permit Fee.



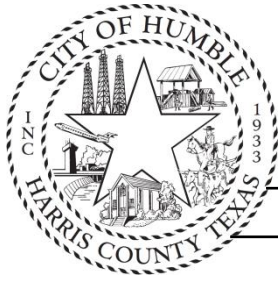
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## TECHNICAL CODE REQUIREMENTS

- Building:** 2012 International Building / Residential Code – No License Required
- Electrical:** 2014 National Electrical Code – Master and Contractor’s License Required.
- Plumbing:** 2012 International Plumbing Code – State License Required.
- H.V.A.C.:** 2012 International Mechanical Code – State License Required.
- Health Dept.:** Contact Harris County – (713) 439 – 6270
- Fire Sprinkler Protection:** 2012 International Fire Code – State License Required.
- Energy Conservation:** International Energy Conservation Code 2012
- 1) *Builder/Contractor must provide the municipality with a letter on company letterhead identifying the third party inspector as well as company name.*
  - 2) *The Energy Code Inspector must provide the municipality with the following:*
    - a. *A copy of Valid Driver’s License*
    - b. *Business Card with company name, contact name, address and telephone number.*
    - c. *2012 Energy Certification*
  - 3) *Prior to certificate of occupancy, the following documents are required:*
    - a. *A certificate of elevation*
    - b. *2012 Energy Code compliance letter*



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**REQUIREMENTS FOR STATE MASTER LICENSE HOLDER  
TO REGISTER WITH THE CITY OF HUMBLE  
EFFECTIVE 2006**

- 1. Current Driver's License**
- 2. Current Master's License**
- 3. Electrical Contractor's to provide copy of Contractor's License**
- 4. Payment for registration fees**



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## **INSPECTIONS REQUIRED COMMERCIAL & RESIDENTIAL**

### **BUILDING**

Slab  
Driveway  
Brick Ties  
Ceiling Cover  
Final

### **ELECTRICAL**

T-Pole  
Service  
Ground Slab  
Underground  
Rough In / Residential  
Wall Cover  
Ceiling Cover  
Final

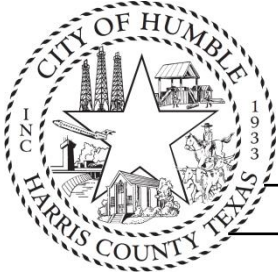
### **PLUMBING**

Underground  
Sewer  
Rough In  
Top Out  
Gas Test  
Final

### **H.V.A.C.**

Ceiling Cover  
Final





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## COMMERCIAL PARKING REQUIREMENTS

**1. Auto Repair, Garage or Shop:**

One (1) parking space for each five-hundred (500) square feet of floor area.

**2. Bowling Alley:**

Six (6) parking spaces for each bowling lane.

**3. Business or Professional Office, Studio, Bank, Medical or Dental Clinic:**

Three (3) parking spaces plus one (1) additional parking space for each three-hundred (300) square feet of floor area over one-thousand (1,000).

**4. Church or Temple:**

One (1) parking space for each four (4) seats in the main auditorium.

**5. Community Center, Library, Museum or Art Gallery:**

Ten (10) parking spaces plus one additional space for each three-hundred (300) square feet of floor area in excess of two-thousand (2,000) square feet.

**6. Dance Hall, Assembly or Exhibition Hall without fixed seats:**

One (1) parking space for each one-hundred (100) square feet of floor area.

**7. Day Camp, Kindergarten or Day Nursery:**

One (1) parking space for each ten (10) pupils.

**8. Eating or Drinking Place (service to auto)**

Twelve (12) parking spaces plus one (1) parking space for each fifty (50) square feet of floor space over nin-hundred (900) square feet.

**9. Furniture or Appliance Store, Hardware Store Wholesale Establishments, Machinery or Equipment Sales and Service, Clothing or Shoe Repair Shops:**

Two (2) parking spaces plus one (1) additional parking space for each three-hundred (300) square feet of floor area over one-thousand (1,000).

**10. High Schools:**

One (1) parking space for each four (4) seats in the main auditorium or seven (7) spaces for each classroom, whichever is greater.

**11. Hospital:**

One (1) parking space for each bed.

**12. Hotel:**

One (1) parking space for each two (2) sleeping rooms.

**13. Lodge or Fraternal Organization:**

One (1) parking space for each two-hundred (200) square feet of floor area.

**14. Manufacturing or Industrial Establishment, Research or Testing Laboratory, Creamery, Bottling Plant, Warehouse or Similar Establishment:**

One (1) parking space for each employee projected for the highest employment shift plus adequate space as determined by the Chief Building Official to accommodate all trucks and other vehicles used in connection therewith.

**15. Mortuary or Funeral Home:**

One (1) parking space for each fifty (50) square feet of floor space in chapel and other rooms open to the public.

**16. Open Retail Sales:**

One (1) parking space for each six-hundred (600) square feet of site area exclusive of buildings.

**17. Restaurant, Night Club, Café or Similar Recreation or Amusement Establishment:**

One (1) parking space for each one-hundred (100) square feet of floor open to the general public.

**18. Retail Store of Personal Service Establishment (free standing):**

One (1) parking space for each three-hundred (300) square feet of floor area.

**19. Retail Stores or Shops in Building such as Shopping Centers and Malls:**

Exceeding six-hundred (600,000) square feet of total retail space one (1) parking space for each two-hundred fifty (250) square feet of floor area.

**20. Rooming or Boarding House:**

One (1) parking space for each sleeping room.

**21. Sanitarium, Convalescent Home, Home for the Aged or similar Institution:**

One (1) parking space for each six (6) beds.

**22. School (except High School or College):**

One (1) parking space for each four (4) seats in the auditorium, or main assembly room or two (2) spaces for each classroom, whichever is greater.

**23. Sports Arena, Stadium or Gymnasium:**

One (1) parking space for each four (4) seats or seating spaces.

**24. Storage Unit Facilities:**

One (1) parking space for each forty (40) storage units.

**25. Theatre or Auditorium (except school):**

One (1) parking space for each (4) seats or bench seating space.

**26. Tourist Home, Cabin or Motel:**

One (1) parking space for each sleeping room.

**27. Veterinarian Office or Clinic:**

One (1) parking space for each three-hundred (300) square feet of floor area.