



Bureau Veritas Contact Information (Fort Worth Office)

Permit Submittal

The permit documents and fees (fees will be determined once a preliminary project is sent to City) will be submitted to the city to the care of the Town Clerk at 2451 FM 1189 Ste B, Brock, TX. 76087. Submittal documents should be complete to expedite plan review and permit issuance. Please contact the city for a complete list of permit submittal requirements.

Plan Review

Bureau Veritas will be conducting commercial plan reviews. The applicant will be contacted by Bureau Veritas if revisions are needed. You may contact Bureau Veritas' Fort Worth Plan Review Department for the status of your permit at (817) 335-8111 / toll free (877) 837-8775.

Inspection Requests

Please contact Bureau Veritas to request inspection(s). Any of our permit technicians can assist you. Inspections requested by 5:00 pm Monday – Friday will be performed the next business day. Inspection requests can also be emailed to the Bureau Veritas office.

Email Inspection requests to: inspectionstx@us.bureauveritas.com

Inspection Request line: (817) 335-8111 OR Toll Free: (877) 837-8775

Field Inspections

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

We look forward to working with you to ensure that the community is provided with a safe and durable built environment.



New/Remodel COMMERCIAL Plan Review Checklist

Project Address: _____ Project Name: _____

New/Remodel: _____ Sq Ft of Building: _____ Value \$: _____

Permit Application with an original signature must be complete and submitted with the following information:
Applicant is encouraged to make an appointment with town clerk to present preliminary design/set of plans prior to finalizing project.

- _____ **(6) Site Plans to include:**
- _____ Legal Description(lot, block, subdivision)
- _____ Property lines and lot dimensions
- _____ Proposed structure and all existing buildings
- _____ All easements
- _____ North arrow and scale
- _____ Existing and proposed location of utility poles, pad mounted transformers

- _____ **(6) Parking lot layout plans**

- _____ **(6) Grading plans**

- _____ **(6) Commercial Energy Code Compliance**
To include Lighting Compliance, Mechanical Compliance and Building Envelope, if applicable.

- _____ **(6) International Code Compliance**
To include Lighting Compliance, Mechanical Compliance and Building Envelope, if applicable.

- _____ **(6) Sets of plans** to include floor plan, exterior elevations, roof design, Foundation plan, MEP design, construction details, window/door schedule.

- _____ **Fire lane location and construction plans and details, Fire suppression system plans and documents, Fire alarm system plans.**

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

- _____ **Signage Design**, including size, location(s) free standing or on façade, lit or not

- _____ **Digital Copy of All**

- _____ **Fee Paid:** Email City clerk at townclerk@brocktx.net for fee

Town of Brock, Texas

Project Address: _____

Project Name: _____ Permit Number: _____

Texas Accessibility Standards (TAS)

On application to a local governmental entity for a building construction permit related to the plans and specifications, the owner shall submit to the entity proof that the plans and specifications have been submitted to the Texas Department of Licensing and Regulation (TDLR). Article 9102, Section 5(k) - Senate Bill 959.

I hereby certify that I comply with the requirements of Article 9102, Section 5(k) and have submitted plans and specifications for Texas Accessibility Standards (TAS) review to the TDLR as required or this project is exempt.

Signature of Owner or Authorized Agent

Date

TDLR Project Number _____ (may be obtained at <http://www.license.state.tx.us>)

or reason for exemption: _____

Asbestos Survey Texas Department of Health

Asbestos Program Home Page -- <http://www.dshs.state.tx.us/asbestos/default.shtm>

Asbestos Regulatory Information -- (800) 572-5548 or (512) 834-6787

Was an asbestos survey performed in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP)? - Yes No*

Date of Survey _____ TDH Inspector License No. _____

* If the answer is No, then as the owner/operator of the renovation/demolition site, I understand that it is my responsibility to have this asbestos survey conducted in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP) prior to a renovation/demolition permit being issued by the City of Brock.

Commercial Permit Application

Building Permit Number: _____		Valuation: _____	
Project Name: _____		Zoning: _____	
Project Address: _____		Square Foot: _____	
Project Description:	New <input type="checkbox"/>	Addition <input type="checkbox"/>	Remodel <input type="checkbox"/>
Sign <input type="checkbox"/>	Plumbing <input type="checkbox"/>	Mechanical <input type="checkbox"/>	Electrical <input type="checkbox"/>
			Finishout <input type="checkbox"/>
			Other <input type="checkbox"/>
Scope of Work: _____			
THIS PROPERTY IS IN A FLOODPLAIN:		Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, provide Flood Plain Certificate to the City			
DOES THIS BUILDING HAVE A FIRE SPRINKLER? Yes <input type="checkbox"/> No <input type="checkbox"/>			

Owner Information: _____	
Name: _____	Projected Contact Person: _____
Address: _____	
Phone Number: _____	Cell Number: _____ Email: _____

Engineer	Contact Person	Phone #:	Email
		Email:	
Architect	Contact Person	Phone #:	Email
		Email:	
General Contractor	Contact Person	Phone #:	Contractor License Number
		Email:	
Mechanical Contractor	Contact Person	Phone #:	Contractor License Number
		Email:	
Electrical Contractor	Contact Person	Phone #:	Contractor License Number
		Email:	
Plumbing Contractor	Contact Person	Phone #:	Contractor License Number
		Email:	
TPO Energy Provider	Contact Person	Phone #:	Contractor License Number
		Email:	

A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. All permits require final inspection.

A certificate of occupancy must be issued before any building is occupied.

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 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 of Applicant: _____ Date: _____

OFFICE USE ONLY: Approvals are required from all departments prior to issuance of permit

Plan Review		Fire	
Public Works		Planning	

Building Permit Fee: _____
Plan Review Fee: _____
Water Tap Fee: _____
Sewer Tap Fee: _____

Meter Deposit Fee: _____

Total Fees: _____
Receipt #: _____
Issued Date: _____
BV Project #: _____

Brock, 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:

EMAIL ADDRESS:

COMPANY ADDRESS:

CITY, STATE, ZIP:

LICENSEE NAME:

LICENSEE NUMBER:

PHONE:

ADDRESS (MAILING):

CITY, STATE, ZIP:

SIGNATURE:

DATE:

PLEASE PROVIDE COPY OF DRIVER'S LICENSE AND STATE LICENSE

For City use only