

**Ordinance No. 2004.07  
Village of Salado  
County of Bell  
State of Texas  
May 24, 2004**

**AN ORDINANCE OF THE VILLAGE OF SALADO, TEXAS, REQUIRING BUILDING PERMITS FOR RESIDENTIAL, NON-RESIDENTIAL AND CERTAIN CONSTRUCTION ACTIVITIES, AND ADOPTING THE INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS, THE INTERNATIONAL BUILDING CODE, THE NATIONAL AND THE INTERNATIONAL ELECTRICAL CODE, THE INTERNATIONAL PLUMBING CODE, THE INTERNATIONAL MECHANICAL CODE, THE INTERNATIONAL ENERGY CONSERVATION CODE REGULATING AND CONTROLLING THE DESIGN, CONSTRUCTION, QUALITY OF MATERIALS, ERECTION, INSTALLATION, ALTERATION, REPAIR, LOCATION RELOCATION, REPLACEMENT, ADDITION TO, USE OR MAINTENANCE OF ONE- AND TWO-FAMILY DWELLINGS AND TOWNHOUSES IN THE VILLAGE; PROVIDING FOR REVISIONS TO CODE; ISSUANCE OF PERMITS AND COLLECTION OF FEES; ENFORCEMENT, INCLUDING FINES AND PENALTIES NOT TO EXCEED \$500; A REPEALER; SEVERABILITY; AND PROPER NOTICE AND MEETING.**

- WHEREAS,** the Board of Aldermen of the Village of Salado seeks to provide for the safe and orderly development of property within its corporate limits and extraterritorial jurisdiction; and
- WHEREAS,** the Board of Aldermen seeks to deter shabby craftsmanship, minimize water loss and damage, prevent fires, reduce storm damage to neighboring properties, preserve property values, and conserve vital fuel and natural resources; and
- WHEREAS,** the Board of Aldermen finds that poorly constructed buildings constitute a nuisance and a threat to the public health, safety and general welfare; and
- WHEREAS,** the Board of Aldermen finds it to be in the best interest of the public to provide for the uniform regulation of the construction, design, repair, and maintenance of residential and non-residential buildings within the Village; and
- WHEREAS,** the Board of Aldermen is authorized to regulate construction and prohibit nuisances pursuant to the Village's general police powers and Texas Local Government Code Chapters 51, 54, and 217; and

**WHEREAS,** pursuant to Texas Local Government Code Chapter 214 the Board of Aldermen is expressly authorized to establish procedures to adopt certain building codes, establish local amendments to such codes, and provide for the administration and enforcement of the codes; and

**WHEREAS,** the Board of Aldermen has already adopted some of the authorized building codes and finds it to be in the public interest to adopt other designated codes; and

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE VILLAGE OF SALADO, TEXAS:**

### **1. ENACTMENT CLAUSES**

**A. Popular Name**

This Ordinance may be referred to as the "Building Code Ordinance."

**B. Findings of Fact**

All of the above premises are hereby found to be true and correct legislative and factual findings of the Board of Aldermen, and are hereby approved and incorporated into the body of this ordinance as if copied in their entirety.

**C. Purpose**

This Ordinance is adopted so that the Board of Aldermen may promote the public health, safety, morals and general welfare within the Village through the regulation of certain construction activities.

**D. Compliance Required**

- (1) It shall be unlawful for any person to alter, build, construct, demolish, erect, extend, install, modify, move, relocate, remodel, or remove a building, site place, or structure in a manner not in compliance with this Ordinance.
- (2) It shall be unlawful for any person to grade or fill in a manner not in compliance with this Ordinance.
- (3) It shall be unlawful for any person to construct a swimming pool or septic system in a manner not in compliance with this Ordinance.

**E. Scope of Jurisdiction**

The provisions of this Ordinance shall apply within the Village Limits (i.e., incorporated municipal boundary) of the Village.

**F. Applicability**

This Ordinance shall not apply to properties upon which construction lawfully commenced prior to the adoption of this Ordinance. Construction initiated prior to the adoption of this

Ordinance shall remain subject to previously adopted building codes unless the owner opts to comply with this Ordinance through written notification to the Village.

**G. Effective Date**

This Ordinance shall take effect immediately from and after its passage and publication as may be required by governing law.

**H. Permit Fees**

No permit required by the Building Code shall be issued until the fees prescribed in this section have been paid; nor shall any amendment to a permit be approved until the additional fees, if any, have been paid. Fees for building permits will be based on the fee schedule made an appendix to this Ordinance.

**I. Variance**

The Board of Aldermen is hereby authorized to approve variances from this Ordinance and the Codes adopted herein.

- (1) No variance shall be granted without first having given public notice and having held a public hearing on the written variance request in accordance with this Ordinance. In order to grant a variance, the Board of Aldermen must first find:
  - (a) That there are special circumstances or conditions affecting the land involved such that the strict application of the provisions of this Ordinance would deprive the applicant of the reasonable use of the land; and
  - (b) That the variance is necessary for the preservation and enjoyment of a substantial property right of the applicant; and
  - (c) That the granting of the variance will not be detrimental to the public health, safety or welfare, or injurious to other property within the area; and
  - (d) That the granting of the variance will not have the effect of preventing the orderly use of other land within the area in accordance with the provisions of this Ordinance.
- (2) Such findings of the Board, together with the specific facts upon which such findings are based, shall be incorporated into the official minutes of the Board meeting at which such variance is granted. Variances may be granted only when in harmony with the general purpose and intent of this Ordinance so that the public health, safety and welfare may be secured and that substantial justice may be done.

## **2. DEFINITIONS**

**A. General**

Words and phrases used in this Ordinance shall have the meanings set forth in this section. Words and phrases that are not defined in this Ordinance but are defined in other ordinances of the Village shall be given the meanings set forth in those ordinances. Other words and phrases shall be given their common, ordinary meaning unless the context clearly requires otherwise. Headings and captions are for reference purposes only, and shall not be used in the interpretation of this Ordinance.

## B. Specific

- (1) **Alter** means to make a physical change in or to a building, object, site or structure.
- (2) **Build** means to form by ordering and uniting materials by gradual means into a composite whole. The term includes the acts of developing or expanding upon buildings or structures. The term also includes the installation or placement upon land of a pre-fabricated building including a HUD-Code Manufactured Home. A building permit is required for HUD-Code Manufactured Homes in order to ensure compliance with Zoning, setbacks and septic rules. HUD-Code Manufactured Homes are not subject to building code standards for construction unless post-factory additions are made to the structure (including but not limited to porches, garages, and additional rooms).
- (3) **Building** means an improvement or change to the property which substantially reduces the permeability of the natural ground underneath the building or structure to absorb rainfall. This term also includes a dwelling, such as a house, barn, church, hotel, or similar structure created to shelter any form of human activity.
- (4) **Building Inspector** means the person appointed by the Board of Aldermen to inspect building activities to ensure compliance with applicable codes, permits and ordinances. The Village's building inspector can be a volunteer, employee, agent of another political subdivision, company, corporation, or independent contractor retained by the Village.
- (5) **Building Official** means the person appointed by the Board of Aldermen to receive and review applications for permits and ensure compliance with applicable codes, permits and ordinances. The Village's building official can be a volunteer, employee, agent of another political subdivision, company, corporation, or independent contractor retained by the Village.
- (6) **Clear** means to make a material change in the character of the land, including but not limited to the extraction of vegetation, removal of brush, cutting of trees, or modification of the natural grade or slope of the land.
- (7) **Construct** means to excavate or grade property in connection with construction of a foundation for any improvement to be located on the land. The term also means to form a building or structure by combining materials or parts.
- (8) **Demolish** means to remove all or part of a building or structure.
- (9) **Develop** means to make a material change in the use or character of the land, including but not limited to the placement of any building or other structure on the land.
- (10) **Expand** means to add any square footage of impervious cover on the building or property, regardless of whether such addition will be covered or uncovered.

- (11) **Fill** means to deposit or stockpile dirt, stone, construction debris or other material in order to modify land or alter current drainage patterns.
- (12) **Grade** means to clear, strip, cut, fill or stockpile dirt, including land in its cut and filled condition, to create new grades or alter current drainage patterns.
- (13) **Ordinary Maintenance** means activities relating to a property that would be considered ordinary or common for maintaining the property, including but not limited to repairs, or the replacement of materials with identical or in-kind materials. The term expressly omits activities involving the expansion, modification, enlargement, reduction, renovation or remodeling of buildings or structures. The term also omits the cutting away of walls or partitions, cutting or removal of a structural beam or load bearing support; removal or change of means of egress.
- (14) **Person** means any human individual or corporation, organization, government or governmental subdivision or agency, business trust, estate, trust, partnership, association, and any other legal entity.
- (15) **Remodel** means to construct an addition or alter the design or layout of a building or make substantial repairs or alterations so that a change or modification of the entrance facilities, toilet facilities, or vertical access facilities is achieved.
- (16) **Repair** means the maintenance of or the return to a state of utility of a building, object, site or structure.
- (17) **Structure** means a combination of materials to form a construction for use, occupancy, or ornamentation installed on, above, or below the surface of land or water. The term refers to something arranged in a definite pattern of organization. The term includes those functional constructions made usually for purposes other than creating shelter. The term includes but is not limited to roads, streets, sidewalks, porches towers, tanks. The term also includes additions to or expansions of mobile homes, HUD-Code Manufactured Homes, manufactured homes, modular homes, and industrialized housing.
- (18) **Temporary Structures & Use** mean the creation of structures or use of land that are limited as to time of service, but shall not be permitted for more than 180 days.
- (19) **Vacant Lot** means land that is undeveloped and unused. The term also includes any area with significant amounts of land not covered by impervious surfaces that is suitable for development or infill.
- (20) **Village** means the Village of Salado, an incorporated municipality located in Bell County, Texas, its agents and employees.

### 3. RESIDENTIAL BUILDING CODE

#### A. Code Adopted

The Village hereby adopts a certain document, one copy of which is on file in the office of the Village Secretary, being marked and designated as the 2003 edition of the "International Residential Code for One- and Two- Family Dwellings," published by the International Code Council, Inc., as may be amended. Such document, as may be amended, is hereby adopted as the "Residential Building Code" of the Village for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to and use or maintenance of one- and two-family dwellings and townhouses not more than three stories in height in the Village, and providing for the issuance of permits and collection of fees therefore; and each and all regulations, provisions, conditions and terms of such International Residential Code, which is adopted and made a part hereof as if fully set out in this Ordinance. The Residential Building Code shall also include the certain Appendix Chapters as may be designated by the Board of Aldermen.

#### B. Permit Required

It shall be unlawful for any person to build residential buildings or structures within the Village without first applying for and receiving a permit. It shall also be unlawful to build within the Village contrary to a permit that has been issued.

#### C. Exemptions

A building permit is not required for the following:

- (1) painting, wallpapering, tiling, carpeting, installing cabinets or countertops, or similar work; or
- (2) constructing one-story detached accessory structures used as storage sheds, playhouses, or similar uses, provided the floor area does not exceed twenty (20) square feet (such structures are not subject to Building Code standards but must receive a building permit in order to confirm placement regarding setbacks and zoning; or
- (3) performing ordinary maintenance.

#### D. Temporary Structures & Use

The building official is authorized to issue a permit for temporary structures and temporary uses. Such permits shall be limited as to time of service, but shall not be permitted for more than one hundred eighty (180) days.

### 4. COMMERCIAL BUILDING CODE

#### A. Code Adopted

The Village hereby adopts a certain document, a copy of which are on file in the office of the Village Secretary, being marked and designated as the 2003 edition of the "International Building Code," published by the International Code Council, Inc., as may be amended. Such document, as may be amended, is hereby adopted as the "Commercial Building Code" of the Village for control of building and structures as herein provided; and each and all of the

regulations, provisions, penalties, conditions and terms of said Commercial Building Code, which is adopted and made a part hereof as if fully set out in this Ordinance. The Commercial Building Code shall also include the certain Appendix Chapters as may be designated by the Board of Aldermen.

**B. Permit Required**

It shall be unlawful for any person to build non-residential buildings or structures within the Village without first applying for and receiving a permit. It shall also be unlawful to build within the Village contrary to a permit that has been issued.

**C. Exemptions**

A building permit is not required for the following:

- (1) painting, wallpapering, tiling, carpeting, installing cabinets or countertops, or similar work;
- (2) constructing one-story detached accessory structures used as storage sheds, playhouses, or similar uses, provided the floor area does not exceed twenty (20) square feet (such structures are not subject to Building Code standards but must receive a building permit in order to confirm placement regarding setbacks and zoning; or
- (3) performing ordinary maintenance.

## **5. NATIONAL AND INTERNATIONAL ELECTRICAL CODE**

**A.** The Village of Salado ("Village") hereby adopts a certain document, one copy of which is on file in the office of the Village Secretary, being marked and designated as the 2003 edition of the "National Electrical Code," as may be amended. Such document, as may be amended, is hereby adopted as the "Electrical Code" of the Village, and as such shall apply to all residential electrical construction applications. The Board of Aldermen may establish procedures for the administration and enforcement of the Electrical Code, and may adopt local amendments to the National Electrical Code.

**B. Permit Required**

It shall be unlawful for any person to perform any electrical work within the Village without first applying for and receiving a permit. It shall also be unlawful to perform any electrical work within the Village contrary to a permit that has been issued.

**C.** A building permit is not required for the following:

- (1) performing ordinary maintenance; or
- (2) conducting emergency repairs or replacement if the permit application is submitted to the Village the next business day.

## **6. INTERNATIONAL PLUMBING CODE**

**A. Code Adopted**

The Village hereby adopts a certain document, one copy of which is on file in the office of the Village Secretary, being marked and designated as the 2003 edition of the "The International Plumbing

Code," published by the International Association of Plumbing and Mechanical Officials, as may be amended. Such document, as may be amended, is hereby adopted as the "Plumbing Code" of the Village, and as such shall apply to all plumbing construction applications. The Board of Aldermen may establish procedures for the administration and enforcement of the Plumbing Code, and may adopt local amendments to the International Plumbing Code.

**B. Permit Required**

It shall be unlawful for any person to perform any plumbing work within the Village without first applying for and receiving a permit. It shall also be unlawful to perform any plumbing work within the Village contrary to a permit that has been issued.

**C. Compliance Required**

Additions, alterations, renovations or repairs to any plumbing system shall conform to that required for a new plumbing system without requiring the existing plumbing system to comply with all the requirements of this code. Minor additions, alterations, renovations and repairs to existing plumbing systems shall be permitted in the same manner and arrangement as in the existing system, provided that such repairs or replacement are not hazardous and are approved.

**D. Exemptions**

A building permit is not required for the following:

- (1) stopping leaks, provided that if any concealed trap, drainpipe, or vent pipe becomes defective and it becomes necessary to remove and replace with new material, such removal and replacement activities shall be considered new work that requires a permit and inspection under this code;
- (2) performing ordinary repairs and maintenance; or
- (3) conducting emergency repairs or replacement if the permit application is submitted to the Village the next business day.

## **7. INTERNATIONAL MECHANICAL CODE**

**A. Code Adopted**

The Village hereby adopts a certain document, one copy of which is on file in the office of the Village Secretary, being marked and designated as the 2003 edition of the "The International Mechanical Code," as developed by the International Code Council, as may be amended. Such document, as may be amended, is hereby adopted as the "Mechanical Code" of the Village, and as such shall apply to all mechanical construction applications. The Board of Aldermen may establish procedures for the administration and enforcement of the Mechanical Code, and may adopt local amendments to the International Mechanical Code.

**B. Permit Required**

It shall be unlawful for any person to perform any mechanical work within the Village without first applying for and receiving a permit. It shall also be unlawful to perform any mechanical work within the Village contrary to a permit that has been issued.

### **C. Exemptions**

A permit is not required for the following:

- (1) performing ordinary repairs and maintenance; or
- (2) conducting emergency repairs or replacement if the permit application is submitted to the Village the next business day.

## **8. INTERNATIONAL ENERGY CONSERVATION CODE**

The Village hereby adopts a certain document, one copy of which is on file in the office of the Village Secretary, being marked and designated as the 2003 edition of the "The International Energy Conservation Code." Such document, as may be amended, is hereby adopted as the "Energy Conservation Code" of the Village, and as such shall apply to all residential and commercial construction applications. The Board of Aldermen may establish procedures for the administration and enforcement of the Energy Conservation Code, and may adopt local amendments to the International Energy Conservation.

## **9. GRADE & FILL**

### **A. Permit Required**

It shall be unlawful for any person to grade or fill a vacant lot without first applying for and receiving a permit for such grade and fill from the Village in compliance with this Ordinance.

### **B. Permit Standards**

- (1) In considering whether to issue a grade and fill permit, the Village shall require from the applicant a drainage study on the impact of the proposed drainage patterns on neighboring properties and waterways.
- (2) The Applicant must submit information describing the intended use of the property and the necessity for the grade and/or fill improvements.
- (3) A permit for the stockpiling of any dirt or other fill material may only be for a temporary period not to exceed one hundred and eight days (180).

## **10. PERMIT APPLICATIONS**

**A. Plans, Specifications and Surveyed Plot:** At the time of application for permit the applicant shall provide the Village Secretary with the following:

- (1) Plans and specifications to include the front, side and rear elevations and a detailed floor plan of the proposed structure.
- (2) A Survey showing the location of the proposed structure upon the lot in reference to all property boundaries.

- (3) A Survey reflecting the approximate location of the septic system in relation to the proposed structure and the property lines.

### **11. REMOVAL OF MATERIALS**

No person shall place or allow trash from building materials on areas adjacent or near the property upon which the structure is being built. It shall be unlawful for the owner or contractor to allow trash, brush or building materials to be thrown, blown or placed upon any street, sidewalk, right-of-way, alley or public place. It shall be the duty of the owner or contractor to remove all unused building materials, trash, garbage, etc., from the premises upon completion of the structure.

### **12. SCAFFOLDING**

It shall be unlawful for any person to erect, or cause to be erected or used, any scaffold in this Village, for use in the erection of stone, brick or other building material, unless the same is well secured and safely supported, and is sufficient width, so as to insure the safety of persons working thereon, or passing by or under the same, against the falling thereof, or such materials as may be used, placed or deposited thereon.

### **13. GUARDING HOLES**

It shall be unlawful for any persons having charge of any private or public improvements in the Village to leave any hole, ditch or excavation, in, or adjoining any public place, without guarding, covering or fencing the same, so as to prevent persons or animals from danger of falling therein.

### **14. SANITARY FACILITIES**

Whenever a construction project will require that workers remain on the project site for more than four (4) hours per day and whenever said project will have an expected duration of fourteen (14) or more days and whenever there are no available sanitary facilities convenient to the project site, the general contractor or property owner will provide temporary sanitary facilities. The facilities provided will be convenient to the project site and will be constructed in such a manner as to provide privacy to the user. The facilities will be maintained and serviced as required to ensure that said facilities are neither a nuisance nor a hazard.

### **15. SWIMMING POOL FENCING**

- A. All outdoor swimming pools of a permanent or semi-permanent construction having a depth of more than fourteen (14) inches, whether constructed above or below the ground, shall be enclosed by a fence at least forty-eight (48) inches high. The fence and gates shall be of such

material and construction so as to be a deterrent to small children who might be attracted to the pool.

- B. At no time shall the fence be in conflict or violation with existing ordinances setting out clearances around fire plugs, clearances from street corners or ordinances touching upon sight clearances.
- C. It shall be unlawful for any person, firm or corporation to own, in whole or part, or to be in possession of any swimming pool which is not fenced as provided in this section.

## **12. SEPTIC PERMITS**

- A. **Application for Permit:** All applications for permits to construct and operation an on-site sewage facility (i.e., "OSSF", or "septic system") must be made by the homeowner or the contractor who will perform the work.
- D. **Construction Standards:** Construction Standards for On-Site Sewerage Facilities adopted by the Texas Department of Health on June 27, 1987, and most current by Bell County Health Department, and are further adopted by the Village of Salado, Texas, without change, and made effective within the Village by this Ordinance.
- E. **Application for Permit to Construct On-Site Facility:**
  - 1. The application for sewer/septic permits will be done at the Bell County Health Department and the Bell County Health Department will collect the associated fee and process inspections during construction.
  - 2. A completed Site Evaluation Form which has been approved by a Registered Professional Engineer or a Registered Professional Sanitarian must be submitted with the Application for On-Site Sewerage Facility Permit.
  - 3. Application for On-Site Sewerage Facility Permit must include the approved Site Evaluation Form and show that the facility will meet the requirements for capacity and area size to accommodate the proposed building.
  - 4. Each builder, whether general contractor or subcontractor, who applies for this permit must have in his possession a copy of the publication referred to in C.1. above, and each builder shall confirm in writing on the application form that he has the publication in his possession.
- F. Leaching pits or sumps will not be used or approved within the Village limits of the Village of Salado.

- G. All requests for sewer/septic permits which contemplate installation of alteration of septic systems will be accompanied by a plot of the building site showing the exact location of the sewer/septic system.

## **16. ENFORCEMENT**

### **A. Civil and Criminal Penalties**

The Village shall have the power to administer and enforce the provisions of this Ordinance and the codes adopted by this Ordinance as may be required by governing law. Any person violating any provision of this Ordinance or the codes herein adopted is subject to suit for injunctive relief as well as prosecution for criminal violations. Any violation of this Ordinance is hereby declared to be a nuisance.

### **B. Criminal Prosecution**

Any person violating any provision of this Ordinance or the codes herein adopted shall, upon conviction, be fined a sum not exceeding \$500.00. Each day that a provision of this Ordinance is violated shall constitute a separate offense. An offense under this Ordinance is a misdemeanor.

### **C. Civil Remedies**

Nothing in this Ordinance shall be construed as a waiver of the Village's right to bring a civil action to enforce the provisions of this Ordinance and the codes herein adopted, and to seek remedies as allowed by law, including, but not limited to the following:

- (1) injunctive relief to prevent specific conduct that violates the Ordinance or to require specific conduct that is necessary for compliance with the Ordinance; and
- (2) a civil penalty up to \$100.00 a day when it is shown that the defendant was actually notified of the provisions of the Ordinance and after receiving notice committed acts in violation of the Ordinance or failed to take action necessary for compliance with the Ordinance; and
- (3) other available relief.

## **17. CODE CONFLICTS**

If any provision of this Ordinance shall be interpreted as conflicting with or being contrary to a provision in any of the codes adopted by this Ordinance, the more stringent requirement shall govern. If in case of a conflict it is not easily discernible which provision is more stringent, the requirements stated in the text of this Ordinance shall govern.

## **18. REPEALER**

- A. All Ordinances or parts of Ordinances in force when the provisions of this Ordinance become effective which are inconsistent or in conflict with the terms and provisions contained in this Ordinance are hereby repealed only to the extent of any such conflict.**
- B. Specifically repealed by this Ordinance are ordinances 2001.07 and 2001.22, which shall remain in effect only in regards to permits that were issued and actions that were taken when 2001.07 and 2001.22 were applicable.**

## **19. SEVERABILITY**

**It is hereby declared to be the intention of the Board of Aldermen that the phrases, clauses, sentences, paragraphs and sections of this Ordinance be severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance, and the remainder of this Ordinance shall be enforced as written.**

## **20. PROPER NOTICE AND MEETING**

**It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.**

**PASSED AND APPROVED** on this, the 24<sup>th</sup> day of May, 2004, by a vote of 5 ayes,  
0 nays, and 0 abstentions of the Board of Aldermen.

**THE VILLAGE OF SALADO, TEXAS**

  
Charlotte Douglass, Mayor

**CERTIFICATE**

**THE STATE OF TEXAS  
COUNTY OF BELL**

I, Dianna Zulauf, being the current Village Secretary of the Village of Salado, Texas, do hereby certify that the attached is a true and correct copy of Ordinance No. 2004.07, passed and approved by the Board of Aldermen of the Village of Salado, Texas, on the 24 day of May, 2004, and such Ordinance was duly adopted at a meeting open to the public and notice of said meeting, giving the date, place and subject thereof, was posted as prescribed by Government Code 551.043.

Witness my hand and seal of office this 24 day of May, 2004.

  
Dianna Zulauf  
Village Secretary

**APPENDIX 1**

**FEE SCHEDULE**

**Building Permit Calculation**

Structure is:

<b>New Commercial</b>				
_____	Sq. feet	@	0.06 sq. foot	= \$ _____
			(Minimum Charge: \$30.00)	Total Due: \$ _____

<b>New Residential</b>				
_____	Sq. feet	@	0.06 sq. foot	= \$ _____
			(Minimum Charge: \$25.00)	Subtotal: \$ _____
				Plus Septic System Fee: \$20.00
				Total Due: \$ _____

<b>Storage Building</b>				
_____	Sq. feet	@	0.06 sq. foot	= \$ _____
			(Minimum Charge: \$30.00)	Total Due: \$ _____

<b>Residential Remodel, Renovation &amp; Alteration</b>				
_____	Sq. feet	@	0.06 sq. foot	= \$ _____
			(Minimum Charge: \$25.00)	Total Due: \$ _____

<b>Commercial Remodel, Renovation &amp; Alteration</b>				
_____	Sq. feet	@	0.08 sq. foot	= \$ _____
			(Minimum Charge: \$30.00)	Total Due: \$ _____

<b>Swimming Pool</b>				
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Flat Rate Fee:	<u>\$50.00</u>
<b>Driveway and/or Parking Lot</b>	
Driveway	\$15.00
Parking Lots	\$50.00
<b>Raze, Demolish and removal</b>	
Flat Rate Fee:	\$15.00

Please return this sheet with the permit request and the Certification of Compliance.

### Plan Review Schedule

Initial Building Permit Review within ten (10) working days of submission to Plan Inspectors.

Fees:      New          \$200.00  
                   Renovation \$100.00  
                   Addition    \$100.00

Secondary/Final Building Permit Review within five (5) working days of submission to Plan Inspectors.

Fees:      New          \$10.00 per sheet revised  
                   Renovation \$10.00 per sheet revised  
                   Addition    \$10.00 per sheet revised

Inspections shall be scheduled in a timely manner and shall be grouped as much as reasonable.

Fees:      \$40.00 each per system\* per two-way trip.

\*System – electrical, plumbing, mechanical, building, etc.

APPENDIX 2



PO Box 219, Salado, TX. 76571

APPLICATION FOR and BUILDING PERMIT

Date: \_\_\_\_\_

Permit No. \_\_\_\_\_ C

Applicant: \_\_\_\_\_

Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Physical Address of Property: \_\_\_\_\_

Legal Description of Property: \_\_\_\_\_

Property is currently zoned: \_\_\_\_\_

Construction to be Done: \_\_\_\_\_

Said improvements, when completed, will be used for the following purposes (i.e.: pet supply store, primary residence, etc.):

\_\_\_\_\_

_____	_____	_____
Applicants Signature	Phone Number	Date

_____	_____	_____
Approved	Title	Date

Submittal checklist:

- \_\_\_\_\_ Application and signed contractor compliance
- \_\_\_\_\_ Fee with Calculation sheet
- \_\_\_\_\_ Full set of plans (site plan must be included)
- \_\_\_\_\_ Septic System approval from Bell County Health District

- \* Plan Review Fees Recvd: \_\_\_\_\_  
Amount: \_\_\_\_\_
- \* These fees, if applicable, will be collected when applicant picks up fully executed application (see back).

**A. Certification of Compliance with Building Code Ordinance:** The property owner and his representative must sign a statement to the effect that all the requirements of the ordinance will be complied with during the construction period. The statement will be as follows:

**CERTIFICATION OF COMPLIANCE**

The undersigned owner of (legal description) \_\_\_\_\_ of the Village of Salado, Texas, hereby authorizes \_\_\_\_\_ to make application to the Village of Salado, Texas, for the issuance of a building permit for the undersigned to build the following improvement on said property:

\_\_\_\_\_  
\_\_\_\_\_

(describe generally the improvements to be constructed)

Said improvements, when completed, will be used for the following purposes:

\_\_\_\_\_  
\_\_\_\_\_

I/We certify that I/we will comply with all requirements of this Ordinance, Ordinance No. 2001.02, and Ordinance No. 2004.05 of the Village of Salado.

Dated this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature: \_\_\_\_\_  
Owner

Signature: \_\_\_\_\_  
Builder/Contractor

**B. Application for Permit:** All applications for permits must be personally signed by the owner of the property where the work is to be performed, or by someone authorized by the property owner to make such application for said owner. If the property owner cannot personally make the application then said owner's authorized representative must sign the compliance statement as set forth in subsection "A" of this section and said statement will be filed with the Village of Salado.

**C. Approval of Plans and Specifications Prior to the Issuance of a Building Permit:** All plans and specifications must be approved by the Village of Salado prior to the issuance of any permit required by the building code ordinance.

On commercial projects contractor is responsible for maintaining one set of approved plans and specifications at job site at all times for inspectors' reference. At completion of construction these should be returned to the municipal office.

**D. Expiration of Permits:** All permits shall expire and considered no longer valid 180 days after issuance unless construction work thereunder has actually started before the expiration of such period of time. In addition, construction must be completed within one (1) year from the date of issuance of the building permit. The Village of Salado is authorized to waive these provisions if, in its opinion, the situation warrants such waiver.