



City of Ingram
230 Hwy 39
Ingram, Texas 78025
830-367-5115

New /Remodel/Residential Plan Review

Project Address: _____ Project Name: _____

New Single Family Residential

Permit Application with original signature must be complete and submitted with following information:

Drawings must be drawn to scale, dimensioned and of sufficient clarity.

1. Site Plan-Legal description, Plat-Survey of property showing lines and dimensions. Proposed structure and all existing buildings; easements; existing and proposed location of utility poles, pad mounted transformers.
2. Set of plans must include:
 - i) Floor plans with roof plans
 - ii) Exterior Elevation
 - iii) Door schedules, window schedules and hardware schedules
 - iv) Construction details: interior elevations and interior finish schedules
 - v) Structural plans must include foundation plans, roof and floor framing plans, wall sections and details.
 - vi) Mechanical, electrical and plumbing site plans and schedules and details
 - vii) Plumbing Plans (including riser diagrams)
 - viii) Mechanical Plans
 - ix) Electrical Plans (including riser diagrams)
3. Certified Energy Compliance Report
4. Flood Plain survey is required

For Interior Residential Remodel

Application
Scope of Work Narrative
Existing vs. Proposed Floor Plan

For Pools & Spas

Application
Site Plan
Pool Detail

For New Single Family Addition

Application
Site Plan
Building Plan
Energy Compliance Report
Existing vs. new Floor Plan

For Detached Accessory/Building

Application
Site Plan
Building Plan
Energy Compliance Report

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Residential Detached Accessory/Building Structures

What is an Accessory Structure? Accessory Structure are one which: (a) is subordinate to and serves a principal building or principal use; and (b) is subordinate in area, extent of purpose to the principal building or principal used served; and (s) is located on the same building lot as the principal used served.

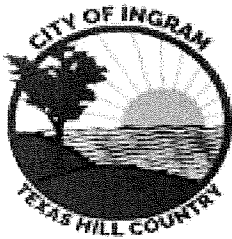
What are the requirements for an Accessory Structure?

All permanent structures shall adhere to the following setback building lines:

- Front yard setback: No permanent structures shall protrude past the primary structure and shall be at least 20 feet from property line.
- Rear yard setbacks: 5 Feet from property line
- Side yard setbacks: from the property Line adjoining and adjacent to another property owner there shall be no structure closer than 5 feet. From the property line and adjacent to any side street there shall be no structure closer than 10 feet.

When is a permit needed? A permit is not required for any one story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet. A permit fee based on the valuation cost of the Accessory Structure is due to permit issuance.

Submittal documents: Fill out Residential permit application and submit site plans which include the following. (You may use a copy of the survey of your lot and draw the above requirements)



Construction Permit Application

230 Hwy 39, Ingram, Texas 78025

Phone: (830) 367- 5115

ALL information is required for submittal (Incomplete application WILL Not be processed)

ALL PERMIT REQUEST MUST BE EMAILED TO: CODEENFORCEMENT@INGRAMTX.GOV

Date Submitted: _____

Company Name: _____ Contact Person: _____

Contractor Address: _____

City: _____ State : _____ Zip: _____

Phone Number: _____ Email: _____

Job Address _____ Property Owner: _____

Job Type: Residential

Estimated Cost: _____ Total Building Square Footage: _____

Job Description: _____

Plumber: _____ License # _____

Electrician: _____ License #: _____

Mechanical: _____ License #: _____

ALL RESIDENTIAL MINIMUM PLAN REQUIREMENTS FOR SUBMITTAL AND REVIEW

New House: 1 Complete Digital Set— (including site plan, foundation plan, floor plan, cross section plan, electrical plan, roof & floor framing, elevation & res— check or 3rd party.)

Remodel / Addition: 1 Floor Plan (include details, scope of project and energy data if required)

Other Project: Provide detailed drawing and/or measurements as needed

OFFICE USE ONLY / BUREAU VERITAS

Date Submitted to BV: _____ BV Project #: _____

Plan Review Fee: \$ _____ Permit Fee: \$ _____

911 Address Verification: Yes ☐ No ☐ Floodplain Review/Permit: _____

TxDOT Permit #: _____ KCEH Permit #: _____

BV Approval Date: _____ Approved By: _____

Permit Issued By: _____ Issued Date: _____