

Commercial Construction Information City of Henderson



Community Development Department
300 West Main Street
Henderson, Texas 75652
PH# 903-392-0786 Ext. 265

I agree to allow no work for which separate permits are required until such permits are obtained from the City of Henderson. I have carefully read and examined the complete application and understand the same is true and correct and hereby agree that if a permit is issued, all provisions of local, State, and Federal Laws will be complied with, whether herein specified or not. I further agree to comply with all property restrictions. I am the owner of the above property or his duly authorized agent. I agree to conform and abide by all regulations and restrictions imposed upon construction by agencies of the United States Government.

E-Mail Address _____

Address _____

Print Name _____

Signature _____

Phone Number () ____ - _____

Date _____

I, _____ certify that I have received the City of Henderson permit application packet and further acknowledge that I have read and will follow to the best of my ability the rules and regulations set out in the City of Henderson Zoning Laws and City of Henderson City Ordinances. I also understand and agree that any work requiring permit approval commencing prior to confirmation of approval will be subject to abatement as well as a fine as prescribed by law.

Signed: _____

Date: _____

CITY OF HENDERSON
COMMERCIAL BUILDING PERMIT

DATE: _____

PERMIT NO.: _____

Project Address: _____ Lot: _____ Block: _____

Property Owner: _____ Address: _____ Phone No: _____

Contractor: _____ Address: _____ Phone No: _____

Description of work: _____

Is this project _____ New Construction _____ Remodel/Addition _____ Zoning District _____

Asbestos Survey Performed _____ Yes _____ No (Attach survey information) **Asbestos Abated** _____ Yes _____ No

Texas Accessibility Standards (TAS) Conformation No.: _____

No permit will be approved without Sub-Contractor information Each Sub-Contractor must provide license & insurance

Electrical Contractor: _____ Address: _____ Phone No: _____

Plumbing Contractor: _____ Address: _____ Phone No: _____

Mechanical Contractor: _____ Address: _____ Phone No: _____

Sprinkler Contractor: _____ Address: _____ Phone No: _____

Irrigation Contractor: _____ Address: _____ Phone No: _____

Sign Contractor: _____ Address: _____ Phone No: _____

Architect: _____ Address: _____ Phone No: _____

Engineer: _____ Address: _____ Phone No: _____

BUILDING DATA

Sq Ft of Project: _____ Foundation type: Pier/Beam: _____ Slab: _____ Other: _____

Roofing Materials: _____ Comp: _____ Wood: _____ Tile: _____ Buildup _____ Other: _____

Roof Design: _____ Truss: _____ Conventional; Retaining Wall: _____ Yes: _____ No: _____

BUILDING SETBACK LOCATIONS (From Lot Lines): _____ Front: _____ Side: _____

Side Street: _____ Rear: _____ Number of Stories: _____

UTILITY INFO

Public Utilities Data: Water Available Yes ___ No ___ Sewer Available Yes ___ No ___ Cost Estimate Water: _____ Sewer: _____

Back Flow Assembly Required: Yes ___ No ___ Type of Assembly _____ Director of Utilities Sign _____

DIG TESS - BY NOT CALLING, HERE'S WHAT YOU CAN BE GETTING INTO..... Personal injury, including loss of life – damage to the environment – costly property damage – damage to these utility lines; communication (i.e. telephone, long distance communications, cable television, 911 emergency fire and police communications), electric, gas, pipelines, sewer, traffic signals, and water lines – costly delays and expensive repairs – legal problems – civil penalties.

Owner/Contractor will be required to furnish a Comcheck form demonstrating compliance with the International Energy Conservation Code. (See www.energycodes.gov/comcheck/) I understand that all provisions of the City of Henderson's Codes, Ordinances, and regulations will be complied with in the construction, alteration, or repair of said building herein specified or not.

Signature of Applicant: _____

Date: _____

(Print)

Inspector's Report

Permit Fee: _____

Approval/Disapproval, this the _____ day of _____, 20 _____

Plan Review Fee: _____

Inspector: _____ Cost of Construction: _____ Total Fee: _____

Section 365.012 Texas Health and Safety Code state law requires that any litter or other solid waste be transported and disposed of in an approved solid waste site. The City of Henderson has a Municipal Waste Hauling contract for the disposal of any waste/refuse with Republic Services and Pine Hill Landfill located at Pine Hill Landfill Rd., Kilgore, Texas.

PERMIT CHECKLIST

Zoning District	<u>Websites:</u>
Zoning Setbacks	www.license.state.tx.us
Parking	A/C Refrigeration
Signage	Architectural Barriers (Handicap)
Site Plan Required	Electricians
Plans-Building Code	
Streets-City of Henderson	www.tsbpe.state.tx.us
Streets-State (TXDot Permits required)	Texas State Board of Plumbing Examiners
Water	
Sewer	www.trcc.state.us/index.html/default.asp
Energy Code Compliance	Texas Residential Construction Commission
Drainage	
Estimate time of construction	www.dshs.state.tx.us/asbestos/rules.shtm
Fire Protection-Fire Hydrants	Texas Asbestos Health Protection Rules
Fire Protection-Sprinklers	
Subcontractors	www.txdot.gov
Fees	Texas Dept. of Transportation
Location of Gas/Power lines	State right of way and connections information

International Codes the City of Henderson has adopted:

Copies of License and Insurance required
Electric-2023
Building-2021
Plumbing-2021
Mechanical-2021
Residential-2021
Energy-2015
Fire-2021
Fuel Gas-2021

CITY OF HENDERSON

CITY CONTACTS

Development	Jeff Pahlman	903-392-0775 extension 264
Building Official	Cliff McElfresh	903-392-0786 extension 265
Water and Sewer	Randy Boyd	903-657-5246 extension 227
Streets	Davis Brown	903-657-6551 extension 230
Fire	Sonny Ybarra	903-657-6551 extension 122

UTILITY COMPANY CONTACTS

Cable	Suddenlink	888-822-5151
Electricity	AEP-SWEPCO	888-216-3523
Gas	Centerpoint Energy	800-259-5544
Telephone	Verizon	800-483-5000

CONTRACTORS INFORMATION

JOBSITE REQUIREMENTS

1. Contractors **must** check with the City of Henderson building official **before any construction commences** (including dirt work)
2. **Any Commercial Remodel or demolition must have an asbestos survey submitted with the permit application.**
3. A Site Plan may be required (building official will determine)
4. Plans are to be submitted including structural drawings (also a side view with foundation)
5. Application for permit to be filled out showing setbacks from property lines, subcontractors and water and sewer tap information. (Commercial project take note if an entrance comes off a State Highway, approvals from TXDOT must be filed with permit application.)
6. All projects must have silt fencing, port-a-potties, address, and fire extinguishers on jobsite.
7. Commercial projects over \$50,000; registration with TAS is required for handicap approval. Registration to shall be furnished with building permit application.
8. Work on a project that may cause excessive noise involving the erection, excavation, demolition, alteration, or repair of any building or structure in or adjacent to a residential area or hotel between the hours of 9:00 PM and 7:00 AM on weekdays and between 6:00 PM and 7:00 AM on weekends after receiving a complaint and warning to stop the noisy activity, except in situations involving the interest of public safety, official government business or the protection of the subject property.
9. All roll off dumpsters or detached waste receptacle must be supplied by the waste management company contracted to the City of Henderson for Material Collection and Disposal.

SCHEDULING INSPECTIONS

After the building permit has been approved:

Call the Community Development Department Assistant 903-392-0786 ext. 265 to schedule all inspections, contractors must have someone on the job site at the time of the inspection. If the work can't be done by the set time, call and reschedule or there will be an additional trip charge accessed.

Information to provide: Company doing the work, name of the owner, address of where the work is being done and what type of inspection you need. (Be specific)

OTHER SUBJECTS

Handicap confirmation number (TAS)

Res/Com check

Asbestos Survey

Asbestos Contractors:

Austin Environmental, INC, Bryan, Texas Phone# 979-778-2699

Brady Environmental Services, INC, Lindale, Texas Phone# 903-882-6865

Dtech Services, Arlington, Texas Phone# 682-541-5951

ERI Consulting Engineers, Tyler, Texas Phone# 903-534-5001

ETTL Engineers and Consultants, INC, Tyler, Texas Phone# 903-595-6113

The Rushing Group, INC, Del Valle, Texas 'Toll free' 877-276-7765

SUBMITTAL PROCEDURES

NEW COMMERCIAL PROJECTS

1. Two complete sets of plans including civil drawings are required for plan review. All plans for projects over 5,000 square feet must be stamped by a license engineer or an Architect for the State of Texas.
2. Plans are to be to scale no less than 18"x24" in size with one electronic pdf file sent to cmcelfresh@henderson.tx.us
3. Projects over \$50,000 must be submitted to the Texas Department of Licensing and Regulation for an American with Disabilities Act (ADA) review. We cannot accept any plans without a Texas Accessibility Standards (TAS) permit number.
4. All plans must have a cover sheet containing the following data:
 - Building Code Used – 2012 International Building Codes
 - Occupancy Classification
 - Building Type
 - Sprinkled or non-sprinkled
 - If mixed occupancy, list the square footage for each occupancy
 - Building height
 - Area Modifications
 - Amount of egress required for occupancy load
 - Fire Separation rating, if needed
5. The Third-Party Energy, Insulation, and Duct Report must be on site at the final inspection. (See Attached Form)
6. The Termite Protection Report must be submitted to the building official prior to framing inspection or be on site at final inspection. (See Attached Form)

COMMERCIAL REMODELS

1. Two complete sets of plans, minimum 18"x24" in size with one electronic pdf file sent to cmcelfresh@henderson.tx.us . Any project over 5,000 feet will need to be stamped by a licensed engineer for the State of Texas.
2. Projects over 50,000 must be submitted to the Texas Department of Licensing and Regulations for an Americans with Disabilities Act (ADA) review. We cannot accept any plans without a Texas Accessibility Standards (TAS) permit number.
3. **An asbestos survey must be conducted in accordance with the Texas Asbestos Health Protection Rules** (TAHPR) and the National Emission Standards. The results of the survey must be submitted with the plans.

Initial: _____



City of Henderson Commercial Review

Contractor: _____
Phone #: _____ Fax # _____
Job Name _____ Address: _____
Legal Description _____ Occupancy Classification _____
Estimated Job Cost _____ Total Sq.Ft. Under Roof _____

The items listed below must be checked if applicable to your commercial project. All items needed below for plan review must be submitted prior to drawings being accepted for review.

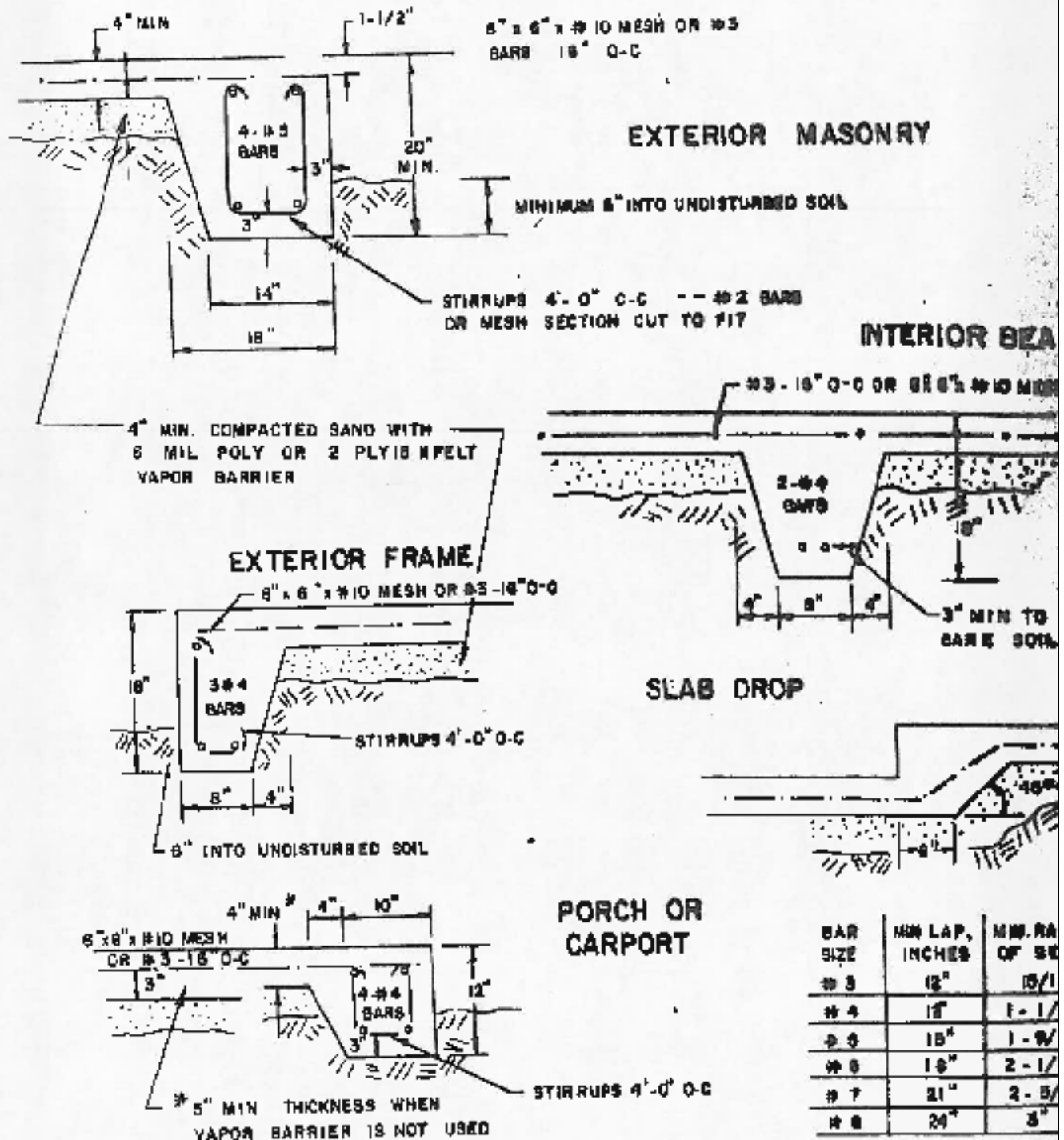
Commercial structures \$50,000 estimated construction cost or more must have a “TAS” registration number (Texas Accessibility Standards)

- () 1. Two sets of complete plans and specifications consisting of the following:
 - () Site Plan
 - () Show easements, utilities, structures, drainage plan, erosion control and setbacks of buildings from property lines
 - () Foundation Plan and Beam Detail
 - () Plumbing drawings on plan (including backflow prevention devices)
 - () Electrical drawings on plan
 - () Mechanical drawings on plan
 - () Off street parking and loading zones
- () 2. On commercial structures over 5,000 square feet or clear spans 24 feet or greater, need engineer seals and/or architect seals where required per state practice acts.
- () 3. New commercial projects 5,000 square feet or more require soil reports and design specifications.
- () 4. Comcheck-Energy compliance report for commercial buildings
- () 5. **Commercial structures to be renovated or demolished must have asbestos survey by licensed personnel.**
- () 6. If the building is within 100 year flood plain an elevation certificate is required by a licensed engineer or licensed surveyor.
- () 7. New commercial projects may be required to have plans for fire sprinkler systems and/or fire/smoke detections systems.
- () 8. New commercial projects may be required to have plans for fire separation ratings and/or firewalls.
- () 9. TPDES storm water permit – The State of Texas requires a storm water permit posted on the job.

Signature

Date

MINIMUM STANDARDS-HENDERSON, TEXAS



GENERAL NOTES

1. EXTERIOR BEAMS MUST EXTEND 6" MIN. INTO NATURAL GROUND.
2. SLABS ON A FILL MUST BE DESIGNED BY A REGISTERED ENGINEER.
3. MAXIMUM BEAM SPACING 24' UNLESS DESIGNED BY ENGINEER.
4. STEEL TO BE SET TO CLEAR BARE EARTH MINIMUM 3", WOOD OR STEEL FORM OR POLYETHYLENE BY 1-1/2".
5. BUILDING DEPT WILL REQUIRE THAT ANY SLAB DESIGNED BY A REGISTERED ENGINEER OR ARCHITECT BE INSTALLED AS DESIGNED UNLESS A WRITTEN CHANGE IS RECEIVED FROM THE DESIGNER.

Required Inspections for Commercial Construction

1. Planning & Pre-Construction Phase

Before breaking ground, the building site itself must be evaluated to ensure it aligns with city master plans and infrastructure demands.

- **Environmental & Zoning Reviews:** Verifies site use adheres to municipal zoning ordinances and environmental impact regulations.
- **Erosion & Sediment Control:** Ensures silt fences, storm drain protections, and construction entrances prevent runoff into civil waterways.

2. Civil, Foundation & Structural Phase

Commercial structures often rely on massive concrete footings, deep drilled piers, and heavy steel framing to safely handle structural loads.

- **Footings & Deep Foundation:** Inspection of excavated trenches, grade beams, caissons, or drilled piers, verifying structural steel rebar placement before concrete pouring.
- **Slab-on-Grade / Underground Utilities:** Checks sub-slab vapor barriers, thermal insulation, and buried plumbing, electrical conduits, or sanitary sewer tie-ins.
- **Structural Steel & Welding:** Specialized inspection of structural steel framing, bolt torque levels, column alignments, and critical structural welds.

3. Framing & Rough-In Phase (Before Enclosure)

Once the building's skeleton is raised and enclosed by the exterior envelope, inspectors evaluate core internal utilities before they are sealed behind walls and ceilings.

- **Commercial Framing:** Checks heavy-gauge metal studs or wood framing, focusing heavily on load-bearing paths, lintels, header spans, and structural shear walls.
- **Fireblocking & Draftstopping:** Critical check of fire-rated partitions, joint assemblies, and penetrations to prevent horizontal or vertical flame spread.
- **Mechanical (HVAC) Rough-In:** Inspects commercial ductwork, fire dampers, exhaust ventilation shafts, and rooftop unit configurations.
- **Electrical Rough-In:** Checks extensive metal-clad cabling, commercial conduit runs, major sub-panels, and grounded transformers.
- **Plumbing Rough-In & Top-Out:** Verifies commercial water lines, drain-waste-vent systems, and high-capacity backflow preventer installations.

4. Fire-Life Safety & Specialized Building Systems

This phase runs concurrent with or immediately following rough-ins and is often handled directly by the municipal fire marshal or dedicated third-party testers.

- **Fire Sprinkler & Standpipe Testing:** Visual check of piping layout followed by hydrostatic pressure testing to ensure fire suppression lines won't leak under pressure.
- **Fire Alarm System Testing:** Comprehensive functional check of fire alarm panels, pull stations, strobe lights, horns, smoke detectors, and direct monitoring links to dispatch.
- **Commercial Kitchen Exhaust / Hood Inspection:** Verifies grease duct welding, clearance to combustibles, fire suppression nozzles, and exhaust air balancing for restaurant spaces.

Required Inspections for Commercial Construction

5. Energy, Accessibility & Enclosure Compliance

- **Exterior Envelope & Insulation:** Ensures commercial-grade building wraps, exterior insulation finishing systems (EIFS), and vapor retarders prevent energy loss.
- **ADA Accessibility Compliance:** Detailed verification of door width clearances, counter heights, ramp slopes, turning radiuses, and tactile signage.

6. Final Inspections & Certificate of Occupancy

The project cannot legally open for business until final checkouts confirm all systems function exactly as engineered.

- **Systems Final (M.E.P.):** Comprehensive closeout testing of all electrical panels, plumbing fixtures, emergency battery back-up lighting, and HVAC air balancing.
- **Elevator / Conveyance Inspection:** State or municipal sign-off on safety brakes, emergency phones, and recall functions for all elevators or escalators.
- **Building & Civil Final:** Final review of parking ratios, accessible paths from the public right-of-way, landscaping, and civil stormwater detention ponds.
- **Certificate of Occupancy (CO):** The official legal clearance allowing the business to open, employees to work, and clients to enter the building.