



Window & Door Replacement Permit

**** All Forms Listed Must Be Completed Fully.**

1. Permit Application
2. Home Owner Association
3. Home Owner Association Approval (if applicable)
4. Person Responsible for Project Form
5. Authorized Work Hours Form
6. Detailed Scope of Work (must indicate total quantity of windows and/or doors) and the location of where the windows and doors will be installed.
7. Must have the window and door detail manufacture specification.
8. Must have two sets of plans (plans meaning two copies of the manufacture specifications on all windows and doors).
9. All Applications are to be **dropped-off** to the city.

Helpful Notes

- All information must be complete when submitting the permit and packet information to the city.
- The application must be reviewed and approved by the plan examiner.
- Please note that all the windows and doors must meet the most current energy conservation requirements.
- Detailed scope of work helps the plan examiner know exactly what's being proposed and the location and placement of the windows and doors.
- If replacing the framing around windows and doors, a detailed note and specification plan sheets may be required.
- The review time for this type of permit is typically estimated to be 2 to 3 days. The building codes used for this permit are IRC 2018 and the IECC 2018.



Building, Planning & Development Department
PERMITS AND INSPECTIONS DIVISION
7676 Woodway Dr, Suite 300
Houston, Texas 77063
Phone: (713) 782-1757 / Fax: (713) 782-3178
bldgofficial@pineypt.org

PERMIT APPLICATION REQUEST

(ALL INFORMATION IS REQUIRED)

PROPERTY OWNER INFORMATION

DATE: _____
SITE ADDRESS: _____
LOT: _____ BLOCK: _____ SUBDIVISION: _____
PROPERTY OWNER: _____
MAILING ADDRESS: _____ STATE: _____ ZIP: _____
PHONE NUMBER: _____ MOBIL: _____
FAX NUMBER: _____ E-MAIL: _____

CONTRACTOR INFORMATION

CONTRACTOR COMPANY NAME: _____
CONTACT NAME: _____ STATE LICENSE# _____
MAILING ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
PHONE NUMBER: _____ MOBIL: _____
FAX NUMBER: _____ E-MAIL: _____

TOTAL COST OF IMPROVEMENTS: \$ _____

TYPE OF PERMIT

- | | | |
|--|---|--|
| <input type="checkbox"/> ACCESSORY STRUCTURE | <input type="checkbox"/> ELECTRICAL | <input type="checkbox"/> NEW SINGLE FAMILY |
| <input type="checkbox"/> ADDITION | <input type="checkbox"/> FENCE | <input type="checkbox"/> PLUMBING |
| <input type="checkbox"/> DECKING | <input type="checkbox"/> FIRE SPRINKLER | <input type="checkbox"/> REMODEL |
| <input type="checkbox"/> DEMOLITION | <input type="checkbox"/> GENERATOR | <input type="checkbox"/> ROOF |
| <input type="checkbox"/> DRAINAGE | <input type="checkbox"/> HVAC | <input type="checkbox"/> SWIMMING POOL |
| <input type="checkbox"/> DRIVEWAY/FLATWORK | <input type="checkbox"/> IRRIGATION SPRINKLER | <input type="checkbox"/> OTHER |

IF OTHER, PLEASE SPECIFY: _____

JOB DESCRIPTION / DETAILED SCOPE OF WORK

(Job description and detailed scope of work is required.)

SIGNATURE OF APPLICANT

PRINT NAME OF APPLICANT

(Signatures are required for all applications.)

SIGNATURE OF HOMEOWNER

PRINT NAME OF HOMEOWNER

(Homeowner signatures are required for all new single-family homes, additions, and renovations.)

THE UNDERSIGNED, IN ACCORDANCE WITH PROVISIONS OF THE BUILDING AND ZONING ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, HEREBY APPLIES FOR THE PERMIT DESCRIBED HEREIN. APPLICANT HEREBY CERTIFIES THAT ALL PROVISIONS OF THE BUILDING LAWS AND ORDINANCES WILL BE COMPLIED WITH AND THAT ALL STATEMENTS MADE HEREIN ARE TRUE AND CORRECT.

NOTE: No use of any building is permitted without a Certificate of Occupancy, including the storage of any items. Use of building prior to issuance of a Certificate of Occupancy will require the gas and electric to be terminated. Not to exclude other penalties. The City of Piney Point Village has the right to include the current resident/home owner in every aspect of the building permitting process.

The City of Piney Point Village
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(713) 782-1757 phone (713) 782-3178 fax

THE STATE OF TEXAS § DEED RESTRICTION AND DEVELOPMENT PLAT
COUNTY OF HARRIS § AFFIDAVIT FOR RESIDENTIAL
BUILDING PERMIT

ADDRESS OF PROPERTY:
TYPE OF PERMIT:

Before me, the undersigned authority, on this day personally appeared (Type or legibly print name of Affiant) who being first duly sworn by me, on her/his oath deposed and said the following:

"This affidavit is given in connection with the application for a building permit that is attached hereto. I am eighteen years or older, and I am of sound mind. I have personal knowledge of the facts set forth in this affidavit including, without limitation, personal knowledge of the title to the real property to which the building permit application appertains, of the plans and specifications for the work to be performed under the building permit, if issued, and of the intended use of the improvements to be constructed thereunder.

(a) (Each Affiant must initial (1) or (2) as applicable):

- (1) I am owner of the real property to which this building permit application appertains.
(2) I am the duly designated agent of the owner or owners of the real property to which this building permit application appertains, and I have been expressly authorized by the owner or owners to make this affidavit on their behalf.

(b) (Each Affiant must initial this term):

The building permit application to which this affidavit appertains is for the repair, remodeling or construction of a single family detached residence or auxiliary structure thereto (e.g., a garage) that is designed and intended for single family residential use exclusively.

(c) As used in this part (c), the term "deed restrictions" means any and every restriction or covenant running with and affecting the use and enjoyment of the land that is contained in or incorporated by reference in a properly recorded plan, plat, re-plat, deed or any other instrument affecting a subdivision or portion thereof inside its boundaries that relates in any manner to the property to which this building permit application appertains. The term shall not include any covenant or restriction that has expired through lapse of time by its own terms without renewal, revival or extension. Additionally, the term shall not include any covenant or restriction to the extent, that it has expressly been declared invalid by final order of a court of competent national origin of persons who may enjoy the use of the property. (If there are no deed restrictions, then the Affiant shall initial item (1) below; if there are deed restrictions then the Affiant must initial and complete item (2) below.)

- (1) I am personally familiar with the title to the real property to which this building permit application appertains, and I swear that this property is not encumbered by any deed restrictions.
(2) I am personally familiar with the title to the real property to which this building application appertains, and I have personal knowledge that this real property is encumbered by deed restrictions, which provide in part as follows:
(3) Nothing on the submitted plans will violate any deed restrictions.

Uses authorized:
Setbacks:
Front: Back/rear:
Side/interior: Side Street:
Minimum/maximum lot size: Minimum/minimum house size:
Number of stories authorized: Number of structures authorized:

Application - Affiant

SWORN TO AND SUBSCRIBED before me, the undersigned authority on this day of 20, to certify witness my hand and seal of office.

Notary Public in and for the State of TEXAS



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Important Contractor
Notification & Acknowledgement
NO WORK ON SUNDAYS

Sec. 10-1. - Time limitations on building activities.

(a) It shall be unlawful for any person to cause, permit or perform any construction, renovation, alteration, repair or demolition of any building or structure, or any excavation related thereto ("building activities"), within the city, except between the hours of 7:00 a.m. and 7:00 p.m. on Mondays through Fridays, and between the hours of 8:00 a.m. and 6:00 p.m. on Saturdays. All building activities are strictly prohibited on Sundays and Holidays. Holidays shall include Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, and New Years Day.

(b) The provisions of subsection (a) shall not apply to any construction, renovation, alteration, repair, demolition or related excavation which is conducted by a governmental entity, or for which a city permit is not required.

(c) The city building official is hereby authorized and directed to issue stop work orders as are necessary to assure compliance with the provisions of this section.

(d) Any person who shall violate any provision of this section shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined as prescribed in section 1-11.

(Ord. No. [20.02.24.B](#), § 1, 2-24-20)

Cross reference— Environment, [ch. 26](#).

Sec. 10-6. - Penalty for violation of chapter.

Any person who shall violate or cause to be violated any provision of this chapter, including a provision of a code adopted by this chapter, or who shall fail to comply with any of the requirements of this chapter or any code adopted by this chapter, shall be deemed guilty of a misdemeanor and, upon conviction, shall be punished as provided in [section 1-11](#) of the City Code. Each such person shall be deemed guilty of a separate offense for each violation and for each day during which any violation is committed or continued.

(Ord. No. [20.02.24.B](#), § 1, 2-24-20)

I have read all of the contractor work hours for the City of Piney Point Village and acknowledge the required work hours and violations. I am aware that no work shall be performed on Sundays for projects that are currently under construction.

Date: _____

Print Name of Applicant: _____

Signature of Applicant: _____

Project Address: _____

Project Type: _____



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Builder Responsible for Construction Correspondence

Date: _____ Permit Number: _____

Property Address: _____

Responsible Party

Name & Title: _____
First Last Title (Ex: Superintendent)

Contact Phone Numbers: _____
Cell Phone Home

E-Mail: _____

Alternate Contact

Name & Title: _____
First Last Title (Ex: Superintendent)

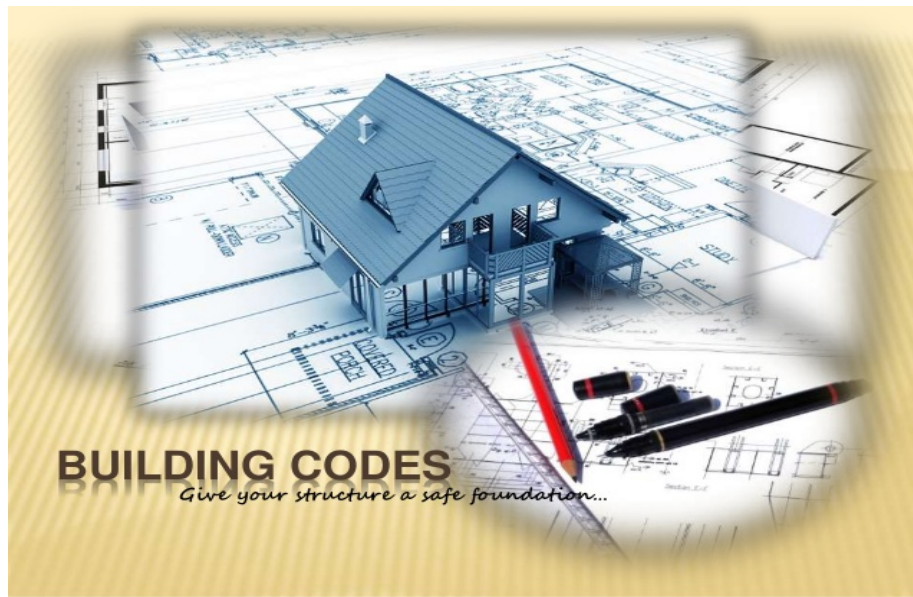
Contact Phone Numbers: _____
Cell Phone Home

E-Mail: _____

Estimated Build-Out Time: _____

If any of this information changes or you are no longer in charge of the property as indicated above, please contact the city to inform of the update and/or change. The City of Piney Point Village can contact the current owner of the property, for example the property owner, to discuss any construction activity while the building is still under a permit and all final inspections have not been finalized with the city. All contact information will be passed on to the city's Code Enforcement Department, 832-849-8446.

Annette R. Arriaga
Building Official



New Building Codes

International Residential Code

- IRC 2018

International Fire Code

- IFC 2018

International Plumbing Code

- IPC 2018

International Mechanical Code

- IMC 2018

International Energy Code Council

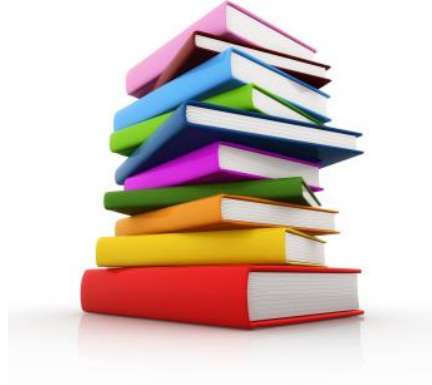
- IECC 2018

National Electrical Code

- NFPA 70 2020

For All Code Information

Please go to www.municode.com



Go to:

Municode Library

Click on:

State of Texas

Go To:

Piney Point Village

