

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

FOR OFFICE USE ONLY			
P#			
PERMIT FEE:			
INSPECTION FEE:			
GRAND TOTAL:			

PERMIT APPLICATION REQUEST

(ALL INFORMATION IS REQUIRED)

PROPERTY OWNER INFORMATION						
DATE:						
SITE ADDRESS:						
LOT:BLOC	K: SUBI	DIVISION:				
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 IMPROVEMENT	<mark>'S</mark> : \$					
	TYPE OF PERMIT					
☐ ACCESSORY STRUCTURE	☐ ELECTRICAL	□ NEW SINGLE FAMILY				
☐ ADDITION	☐ FENCE	☐ PLUMBING				
☐ DECKING	☐ FIRE SPRINKLER	☐ REMODEL				
☐ DEMOLITION	☐ GENERATOR	□ ROOF				
☐ DRAINAGE	□ HVAC	☐ SWIMMING POOL				
☐ DRIVEWAY/FLATWORK	☐ IRRIGATION SPRINKLER	□ OTHER				
IF OTHER, PLEASE SPECIFY:						

JOB DESCRIPTION / DETAILED SCOPE OF WORK			
(Job description and detailed scope of work is <u>required</u> .)			
SIGNATURE OF APPLICANT			
PRINT NAME OF APPLICANT			
(Signatures are <u>required</u> for all applications.)			
(NOT REQUIRED)			
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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THE STATE OF TEXAS § DEED RESTRICTION AND DEVELOPMENT PLAT

§ AFFIDAVIT FOR RESIDENTIAL

COUNTY OF HARRIS § BUILDING PERMIT

ADDRESS OF PROPERTY:	
TYPE OF PERMIT:	
legibly print name of Affiant) who being first du "This affidavit is given in connection with eighteen years or older, and I am of sound mi including, without limitation, personal knowle application appertains, of the plans and speci issued, and of the intended use of the improver	is day personally appeared(Type of ly sworn by me, on her/his oath deposed and said the following: the application for a building permit that is attached hereto. I and. I have personal knowledge of the facts set forth in this affidavious of the title to the real property to which the building permit fications for the work to be performed under the building permit, in ments to be constructed thereunder.
appertains, and I have been expressly authorized by the c	or owners of the real property to which this building permit application
	ffidavit appertains is for the repair, remodeling or construction of a hereto (e.g., a garage) that is designed and intended for single family
affecting the use and enjoyment of the land that is contare-plat, deed or any other instrument affecting a subdivision to the property to which this building permit application has expired through lapse of time by its own terms wit include any covenant or restriction to the extent, that competent national origin of persons who may enjoy the competent shall initial item (1) below; if there are deed rest (1) I am personally familiar with the title to the results.	ns" means any and every restriction or convenant running with and ined in or incorporated by reference in a properly recorded plan, plat ion or portion thereof inside its boundaries that relates in any manne appertains. The term shall not include any covenant or restriction that thout renewal, revival or extension. Additionally, the term shall not it has expressly been declared invalid by final order of a court one use of the property. (If there are no deed restrictions, then the rictions then the Affiant must initial and complete item (2) below.)
swear that this property is not encumbered by any deed (2) I am personally familiar with the title to the personal knowledge that this real property is encumbered (3) Nothing on the submitted plans will violate and	real property to which this building application appertains, and I have d by deed restrictions, which provide in part as follows:
Uses authorized: Setbacks: Front: Side/interior: Minimum/maximum lot size: Number of stories authorized:	Back/rear: Side Street: Minimum/minimum house size:
Application – Affiant	
SWORN TO AND SUBSCRIBED before me, the undersigned 20, to certify witness my hand and seal of office.	d authority on thisday of,

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. <u>20.02.24.B</u>, § 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 <u>section 1-11</u> 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 contactor work hours for the City of Piney Point Village and acknowledge the required work hours and violations. I am aware that <u>no</u> work shall be performed on Sundays for projects that are currently under construction.

nte:
int Name of Applicant:
gnature of Applicant:
oject Address:
oject Type:



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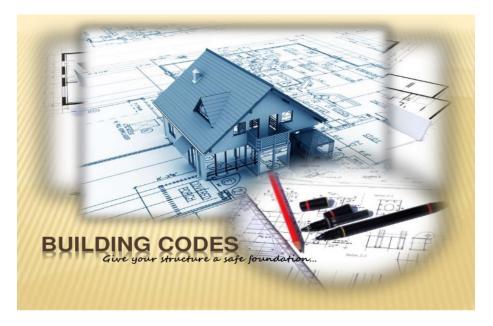
Builder Responsible for Construction Correspondence

Date:		Permit Number:		
Property Address: _				
Responsible Party				
Name & Title:				
Fi		Last	Title (Ex: Superintendent)	
Contact Phone Num	nbers:			
		Cell Phone	Home	
E-Mail:				
Alternate Contact				
Name & Title:				
Fi		Last	Title (Ex: Superintendent)	
Contact Phone Num	nbers:			
		Cell Phone	Home	
E-Mail:				
Estimated Build-Ou	ıt 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

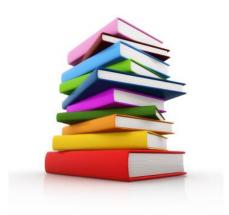
• IECC 2018

National Electrical Code

• NFPA 70 2020

For All Code Information

Please go to <u>www.municode.com</u>



Go to:

Municode Library

Click on:

State of Texas

Go To:

Piney Point Village

