

City of South Padre Island  
Building Permit Application



Proposed Work Site: email application to: [spi-permits@myspi.org](mailto:spi-permits@myspi.org)

**PHYSICAL ADDRESS:**

**LEGAL DESCRIPTION:**

**Property Owner Information:**

Name: \_\_\_\_\_

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

City, State, Zip \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number \_\_\_\_\_

E:mail Address: \_\_\_\_\_

Cost/Improvement Value\$ \_\_\_\_\_

(Excluding residential structures, additions and remodels)

TDLR Registration No. \_\_\_\_\_

**Contractor Information:**

Name: \_\_\_\_\_

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

City, State, Zip \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number \_\_\_\_\_

E:mail Address: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_

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

License & Permit Bond  Yes  No (if No, one is required)

**PLEASE NOTE: A Beach & Dune Permit is required for properties located east of Gulf Blvd, a Building Permit cannot be issued until the B&D Permit has been approved & issued first.**

**TYPE OF CONSTRUCTION**

Change of Occupancy / Use

New       Addition       Remodeling       Repair       Move       Demolition

Building Height: \_\_\_\_\_ Square footage \_\_\_\_\_ # Floors \_\_\_\_\_ # Parking Spaces \_\_\_\_\_

Lot Square Feet \_\_\_\_\_ Lot Front \_\_\_\_\_ Floor Elevation Above Curb \_\_\_\_\_

Floor area per story: First \_\_\_\_\_ Second \_\_\_\_\_ Third \_\_\_\_\_ Other \_\_\_\_\_

Lot Existing Use \_\_\_\_\_ New Use \_\_\_\_\_

List other Permits that will be required \_\_\_\_\_

**OTHER WORK BEING DONE BESIDES NEW CONSTRUCTION** \_\_\_\_\_

**FLOOD HAZARD (All zones considered Flood Hazard)**

Special Flood Hazard Area (SFHE) including Base Flood Elevation (BFE)

New and Substantial Improvements - Lowest floor elevation in relation to mean sea level

Flood proofing - Elevation in relation to mean sea level to which any nonresidential structure shall be floodproofed:

**Residential Use Only:**

No. of Units \_\_\_\_\_, Bedrooms \_\_\_\_\_, Bathrooms \_\_\_\_\_, Sq. Feet non-Living \_\_\_\_\_, Sq. Feet Living \_\_\_\_\_

**OTHER**

FOUNDATION

- Concrete slab on pilings
- Concrete pier
- Wood pier & beam

EXT. WALL

- Masonry Veneer
- Masonry Solid
- Metal Siding
- Composition
- Wood

ROOF

- Wood Shingle
- Composition
- Metal
- Build Up

SPECIAL CONDITION

- Public Sidewalk
- Corner Lot
- Cul De Sac
- B&D Conditions
- Other

NOTICE: Separate Permits are required for Electrical, Plumbing, Heating, Ventilating or Air Conditioning. This permit becomes null and void if work or construction authorized is not commenced within 6 months, or if construction or work is suspended or abandoned for a period of 6 months at any time after work is commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

**BUILDING CODES:**

The City of South Padre Island Building Department Adheres to the 2018 International Building Code, 2018 International Residential Code without Section R313, P2904 (deleted), 2018 International Fire Code with Appendix L of the International Fire Code addressing requirements for Fire Fighter Air Replenishment Systems in high-rise buildings, and without Appendix M (deleted), 2018 International Mechanical Code, 2018 International Plumbing Code, 2018 International Fuel Gas Code, 2017 National Electrical Code, 2018 International Energy Conservation Code, 2018 Existing Building Code, the 2018 Property Maintenance Code, and 1985 Standard Unsafe Building Abatement Code and all other amendments thereto except as modified by the Code of Ordinances.

One (1) Complete Sets of Plans must be submitted to the Building Department with the following information:

**NEW CONSTRUCTION**

- \_\_\_\_\_  Beach and Dune Permit\Clearance\*\*\*
- \_\_\_\_\_  Application for Building Permit
- \_\_\_\_\_  Property Owner Authorization Letter
- \_\_\_\_\_  Energy Conservation Calculations (REScheck, COMcheck, Manual J, etc.)
- \_\_\_\_\_  WPI-1 Form
- \_\_\_\_\_  Site Plan\*\*
  - \_\_\_\_\_  Survey\*\*
  - \_\_\_\_\_  Lot dimensions per plat
  - \_\_\_\_\_  Easements per plat
  - \_\_\_\_\_  Verify use of property
  - \_\_\_\_\_  Setbacks complying with Zoning
  - \_\_\_\_\_  Height restrictions complying with Zoning
  - \_\_\_\_\_  Driveway per Ordinance
  - \_\_\_\_\_  Parking per Ordinance
- \_\_\_\_\_  Engineering Grading and Drainage Plan (Elevations in relation to mean sea level (MSL) and adjacent street elevation \*\*
- \_\_\_\_\_  Foundation Plans
- \_\_\_\_\_  Structural Plans and Calculations\*\*
- \_\_\_\_\_  Windstorm Plans with pile schedule\*\*
- \_\_\_\_\_  Landscape Plans
- \_\_\_\_\_  Lighting Plans
- \_\_\_\_\_  Erosion Control Plans
- \_\_\_\_\_  Elevation Certificate per construction plans\*\*
- \_\_\_\_\_  Building Plans\*\*
- \_\_\_\_\_  Electrical, Plumbing & Mechanical Plans\*\*
- \_\_\_\_\_  Sprinkler Plan and and Calculations\*
- \_\_\_\_\_  Fire Resistive Assembly Specifications\*
- \_\_\_\_\_  Compliance with 2012 Texas Accessibility Standards\*

\*Not Required for One or Two Family Dwelling\*

\*\*Ensure proper signatures and seals are affixed as required by City Ordinance, State & Federal law (Architectural, Engineering and Surveyor) as applicable\*

\*\*\*Beach and Dune Permit or clearance is required for any work/development East of Padre Blvd (See Ordinance Chapter 22)\*

**NOTE: FORM BOARD WILL BE REQUIRED BEFORE POURING FOUNDATION  
ANY REQUIRED REPLATTING PROCEDURES TO BE COMPLETED BEFORE ISSUANCE OF THE  
BUILDING PERMIT**

\_\_\_\_\_  
**SIGNATURE OF CONTRACTOR OR AGENT**

\_\_\_\_\_  
**DATE**