



**Building Inspections and
Permits**

Building Inspections

Existing building inspections. Before issuing a permit, the Code Enforcement Official (CEO) may examine or cause to be examined any building, electrical, gas, mechanical, or plumbing systems for which an application has been received for a permit to enlarge, alter, repair, move, demolish, install, or change the occupancy or use. The CEO shall inspect all buildings, structures, electrical, gas, mechanical and plumbing systems, from time to time, during and upon completion of the work for which a permit was issued. Prior to issuing a Certificate of Occupancy to any premises, the CEO may conduct a thorough inspection of the premises for which a Certificate of Occupation is requested. The CEO shall make a record of every such examination and inspection and of all apparent violations.

Inspections prior to issuance of Certificate of Occupancy or Completion. The CEO shall inspect or cause to be inspected at various intervals all construction or work for which a permit is required, and a final inspection shall be made of every building, structure, electrical, gas, mechanical or plumbing system upon completion, prior to the issuance of the Certificate of Occupancy or Completion.

Required inspection. The CEO upon notification from the permit holder or his or her agent shall make the following inspections and such other inspections as necessary, and shall either release that portion of the construction or shall notify the permit holder or his or her agent of any violations which must be corrected in order to comply with the technical codes.

Building.

- (i.) Foundation Inspection: To be made after trenches are excavated and forms erected.
- (ii.) Frame Inspection: To be made after the roof, all framing, fireblocking and bracing is in place, all concealed wiring, all pipes, chimneys, ducts and vents are complete.
- (iii.) Final Inspection: To be made after the building is completed and ready for occupancy.

Electrical.

- (i.) Underground Inspection: To be made after trenches or ditches are excavated, conduit or cable installed, and before any backfill is put in place.
- (ii.) Rough-In Inspection: To be made after the roof, framing, fireblocking and bracing is in place and prior to the installation of wall or ceiling membranes.
- (iii.) Final Inspection: To be made after the building is complete, all required electrical fixtures are in place and properly connected or protected and the structure is ready for occupancy.

Plumbing.

- (i) Underground Inspection: To be made after trenches or ditches are excavated, piping installed and before any backfill is put in place.
- (ii.) Rough-In Inspection: To be made after the roof, framing, fireblocking and bracing is in place and all soil, waste and vent piping is complete, and prior to this installation of wall or ceiling membranes.
- (iii.) Final Inspection: To be made after the building is complete, all plumbing fixtures are in place and properly connected, and the structure is ready for occupancy.

Mechanical.

- (i.) Underground Inspection: To be made after trenches or ditches are excavated, underground duct and fuel piping installed, and before any backfill is put in place.
- (ii.) Rough-In Inspection: To be made after the roof, framing, fireblocking and bracing is in place and all ducting and other concealed components are complete, and prior to this installation of wall or ceiling membranes.
- (iii.) Final Inspection: To be made after the building is complete, the mechanical system is in place and properly connected, and the structure is ready for occupancy.

Other Inspections. In addition to the required inspections specified above, the CEO shall make or require to be made, any other inspections of any construction work to ascertain compliance with the provisions of this ordinance and other laws which are enforced by the City.

Inspections Fees can be found in the Fee Schedule.

Permits

Permits. No building or structure or part thereof shall be hereafter constructed, erected, altered, moved, or placed within the City of Rockdale unless all appropriate permits to comply with the City ordinance shall have first been issued for such work. No **building permit** or certificate of occupancy shall be issued by the City for building or for connection to the City's water and wastewater services upon any lot in a subdivision or confirming plat for which a final plat has not been approved by the City of Rockdale, Texas and filed for record, or upon any lot in a subdivision in which the standards contained in the City's Subdivision Ordinance, as amended, or referred to therein have not been complied with in full. No site clearance, excavation, grading, or land fill on public or private land shall commence unless all applicable permits shall have first been issued for such work.

Any owner or occupant may personally make minor improvements and ordinary repairs on any structure without a permit provided that such improvements and repairs conform to all applicable building laws and codes. The Code Enforcement Official (CEO) or City designee shall have the right to inspect all such improvements or repairs and determine whether a permit is necessary.

Moving Permit. No building or structure or part thereof shall be moved onto or over the City streets unless a permit shall have first been issued for such move.

Bonds or Deposits Required. Before any permit pursuant to the City Ordinance is issued, the applicant shall file with the City a corporate surety bond, approved by the City Attorney, or a cash deposit with the City, which deposit shall be placed in an escrow account in accordance with the following table:

Estimated Cost		
Of Construction	Surety Bond	Cash Deposit
\$0—500.00	None	None
\$500.01—1,000.00 \$	250.00	\$ 25.00
\$1,000.01—2,000.00 500.00		50.00
\$2,000.01—5,000.00 1,000.00		100.00
\$5,000.01—10,000.00	2,500.00	250.00
\$10,000.01 – 30,000.00	10,000.00	1,000.00
\$30,000.01 and above	Thirty three percent of costs	Ten percent of costs

When applications are submitted where the costs of the total project are estimated to be more than \$30,000.00, the CEO may require that a bond or deposit in an

amount, based on a percentage of the cost of the project in question, shall be tendered prior to issuance of a permit. The CEO may require **a larger or smaller bond or deposit** when, in his or her opinion, the nature of the permit indicates such a need. Such bond shall be conditioned upon the applicant's compliance with this and other ordinances of the City, and shall secure and may be used for the payment of any and all damages to persons or property (including the City) which damages arise from, or are caused by, any act or conduct of, or authorized by applicant.

Insurance Required. Before a construction project is started for which a bond or deposit is required under this ordinance, each person applying shall furnish to the City, evidence that he or she has procured public liability and property damage insurance in the following amounts:

For damages arising out of bodily injury or death of one person on any one accident - \$100,000.00.

For damages arising out of bodily injury or death of two or more persons in any accident - \$300,000.00.

For injury or destruction of property in any one accident - \$100,000.00.

Such insurance shall be kept in full force and effective during the period of time for which a bond or deposit shall be issued or the premises occupied. The City may waive this insurance requirement for minor construction projects.

Exemption. State, County and Federal agencies are exempt from the bond and deposit requirements

Posting of permit. Work requiring a permit shall not commence until the permit holder or his or her agent posts the permit card in a conspicuous place on the premises. The permit shall be protected from the weather and located in such position as to permit the CEO or representative to conveniently make the required entries thereon. This permit card shall be maintained in such position by the permit holder until the Certificate of Occupancy or Completion is issued by the CEO.

Permit Applications. To obtain a permit at the City, the applicant shall first file a building permit application in writing. Each such application shall be accompanied by the required fee and shall:

- (i.) Identify and describe the work to be covered by the permit for which application is made;
- (ii.) Describe the land on which the proposed work is to be done, by lot, block, tract and house or structure and street address, or similar description that will readily identify and definitely locate the proposed work;
- (iii.) Indicate the use and occupancy for which the proposed work is intended;
- (iv.) Be accompanied by plans and specifications as required in the City Ordinance;

- (v.) State the valuation of the proposed work;
- (vi.) Be signed by the permittee, or his authorized agent, who may be required to submit evidence to indicate authority;
- (vii.) Give such other information as reasonably may be required by the CEO.

Contractors and home owners are required to submit a Building Permit Application for major construction projects on residential and commercial properties. This application is NOT a permit, but only application! All contractors doing work within the city limits MUST be registered with the City of Rockdale. To register please bring a copy of your license and a License and Permit Bond to the Building Inspection Office.

For more information, contact the Building Inspection office at 512-446-2511.

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