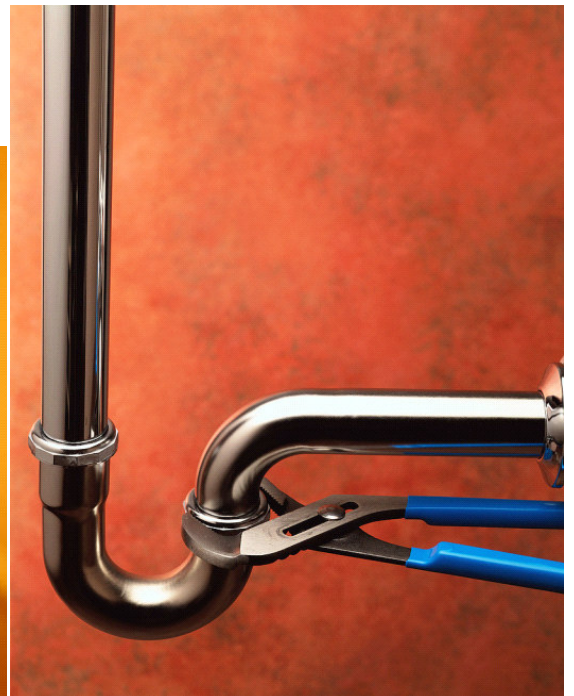
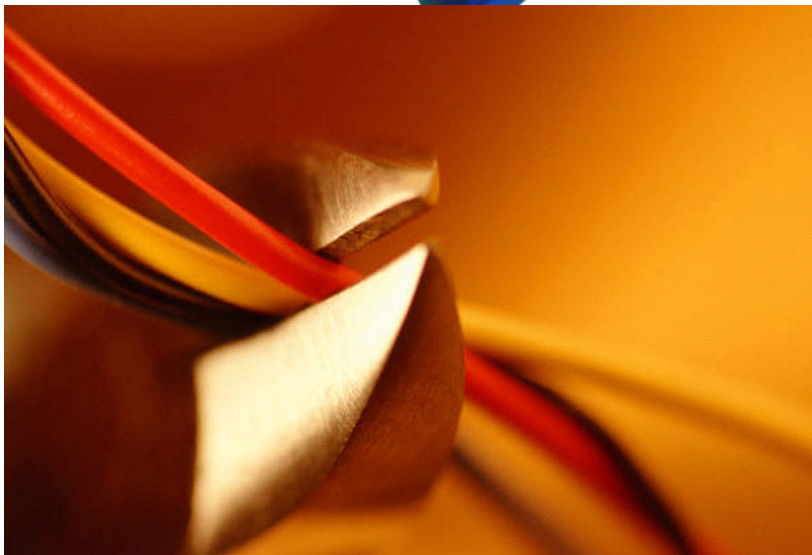


General Permits

Mechanical Electrical Plumbing



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Mechanical Electrical Plumbing

Important Permit Considerations

- All contractors must meet the licensing requirements of the State of Texas.
- All work will be required to meet or exceed the International Residential Code 2003 and the National Electric Code 2005.
- All Contractors are required to be registered with the City of Bunker Hill Village to obtain a permit. All State required licenses must be current and a valid certificate of insurance must be provided to the City for registration. There is no fee to register.
- If your work is part of a project by a General Contractor, the General Contractor must obtain his permit first. Your permit fees will be determined by the type of project the General Contractor permits. For example, if a Room Addition permit is issued to a General Contractor, all sub-contractor permits will be for a Room Addition.
- Any mechanical, electrical, or plumbing systems exposed as a part of a remodel project will be required to meet current code requirements.
- All Projects not part of a larger project can be permitted based on the current adopted City Permit Fee Schedule.
- Mechanical permits are generally based on the number of systems.
- An electrician is required to be present at ALL scheduled inspections. Ground fault and arc fault test equipment is required for electrical final inspections when applicable.
- All other trades are not required to be present at inspections, but it is up to the contractor to schedule with homeowners and general contractors to have the property open for inspection.
- Inspections should be generally scheduled in the mornings. If a specific time is required, please state the desired time. Please do not request a time if any inspection time will do.
- As Texas State Law requires, you should apply for a permit prior to beginning the work. The current adopted fee schedule requires DOUBLE PERMIT FEES if work is started without a permit. If you have an emergency outside of City office hours, you can apply for a permit online or contact the City before 8:30 am on the next business day.



Required for Approval

Contractor Registration

Company Name: _____

Contact Person: _____

Mailing Address: _____

City _____ State: _____ Zip: _____

Office Telephone: _____ Fax: _____

Email: _____

Field Contact Person: _____ Telephone: _____

Texas License Type: _____ Expiration Date: _____

Name on License: _____

License Number: _____

Insurance Underwriter: _____ Expiration Date: _____

Please request your insurance carrier to fax the required insurance certificate to (713) 827-8752. The City of Bunker Hill must be the certificate holder shown on the certificate. A copy of your applicable state license is also required. A permit will not be issued until this information is on file.



Required for Approval

Permit Application

Mechanical Electrical Plumbing

Date: _____

Type of Permit Requested: AC/Mechanical Electrical Plumbing

Job Address: _____

Contractor: _____ Telephone: _____

Fax: _____ Mobile: _____

Property Owner: _____

General Contractor (If Applicable): _____

Describe Work to be Performed: _____



WORKING HOURS

**MONDAY – FRIDAY
7:00 A.M. TO 6:00 P.M.**

**SATURDAY
8:00 A.M. TO 5:00 P.M.**

**SUNDAY
HOLIDAY (NO WORK ALLOWED)**

LAS HORAS DE TRABAJO

LUNES – VIERNES

7:00 A.M. HASTA LAS 6:00 P.M.

SABADO

8:00 A.M. HASTA LAS 5:00 P.M.

DOMINGO

**DIA DE DESCANSO (NO SE PERMITE
TRABAJAR)**