EXISTING

HOME

REMODEL

Revised 06/20/12

Home Remodel

Important Design Considerations

- A Remodel permit is required if you plan to do **ANY** of the following:
    - Remove walls
    - Construct new walls
    - Remove sheet rock or wallboard or open any wall or ceiling cavity. *(unless replacing wallboard after a verifiable flood, see city ordinance for details.)*
- A remodel project does not allow for the creation of new space in your home. These types of projects would be classified as an "Addition" and different requirements apply. Please see the criteria for Additions if this is the case. If you have a combination project of remodeling and addition, always use the highest ranking project to determine which criteria to use. The project hierarchy is:
    1. New Home Construction
    2. Additions
    3. Remodels
- Any of the electrical, plumbing or HVAC components exposed as the result of wallboard removal will be required to meet current building codes.
- Additional permits will be required for the individual trade contractors (electrical, plumbing, HVAC).
- The extent of your project could require you to meet the same requirements as a new home for the entire structure, including the installation of a fire sprinkler system, site drainage system and resolution of any violations of required setbacks. Please see the Remodel Work Sheet to determine which criteria to use.
- City of Bunker Hill Village Building Code: International Residential Code 2009 and National Electric Code 2011.
- **Please submit one complete set of 11" X 17" drawings for review**. You should receive a response for your project in 10 business days or less. Projects which do not include all of the required items on the enclosed Required Documentation List may be charged a $100 resubmission fee.

REMODEL/ ADDITION WORKSHEET

DATE:_____ (ATTACH YOUR CONTRACT)

PROJECT ADDRESS:_____

CONTRACTOR: _____

PROPERTY OWNER:_____

		EXAMPLE
A. CURRENT SQUARE FEET OF TOTAL LIVING AREA: _____ (THIS NUMBER IS AVAILABLE AT WWW.HCAD.ORG)		4500 S.F.
B. CURRENT AVERAGE CONSTRUCTION COST	X $180.00	X $180.00
C. STRUCTURE REPLACEMENT VALUE (A X B)	$ _____	$810,000.00
D. CONTRACT AMOUNT OF PROJECT (NEW SPACE VALUED AT $180.00/SF MIN)	$ _____	$285,000.00 *($285,000÷$810,000 X100=)*
E. PERCENT OF IMPROVEMENT (D ÷ C X 100)	_____ %	35.2%
F. SQUARE FEET OF ROOMS IN WHICH REMODELING WILL TAKE PLACE PLUS SQUARE FEET OF ANY ADDITION	_____	2000 S.F. *(2000÷4500X100=)*
G. PERCENT OF AREA IMPROVED (F ÷ A X 100)	_____ %	44.4%

If either "E" or "G" is 50.0% or more, your project is considered a substantial remodel and must meet the requirements of New Home construction. **An exemption is available for substandard foundation elevations.** Please see the permit requirements for New Home Design and Construction. The undersigned agree that information provided above is accurate and further agree that any changes to the information will be provided to the city as soon as possible.

_____ _____

Contractor Signature Date

_____ _____

Property Owner Date

City of Bunker Hill Village
Building Code Update
Effective 06/20/12

The City of Bunker Hill Village has adopted the following building codes:

- **2009 EDITIONS OF THE INTERNATIONAL BUILDING CODE, INCLUDING APPENDICES E, F, G, AND I**
- **2009 INTERNATIONAL MECHANICAL CODE INCLUDING APPENDIX A**
- **2009 INTERNATIONAL PLUMBING CODE INCLUDING ALL APPENDICES**
- **2009 INTERNATIONAL FUEL GAS CODE INCLUDING ALL APPENDICES**
- **2009 INTERNATIONAL RESIDENTIAL CODE FOR ONE- AND TWO-FAMILY DWELLINGS INCLUDING APPENDICES A, B, C, D, E, F, G, H, K, P, Q**
- **2009 INTERNATIONAL FIRE CODE INCLUDING APPENDICES B THROUGH J**
- **2009 ICC ELECTRICAL CODE**
- **2011 EDITION OF THE NATIONAL ELECTRICAL CODE EXCEPT ANNEX "H"**

<u>AND</u> the following modifications and additions:

307.2.1 Condensate Disposal. Condensate from all cooling coils, evaporators and any condensate producing appliance shall be conveyed from the drain pan or appliance outlet to an approved place of disposal. Such piping shall maintain a minimum horizontal slope in the direction of discharge of not less than one-eighth unit vertical in 12 units horizontal (1-percent slope). Condensate shall not discharge into a street, alley, walkway, patio or other area which could become unsafe with the presence of water. A water level detection device conforming to UL 508 shall be provided that will shut off the equipment served in the event that the condensate line becomes blocked.

(8) Section 307.2.3 is hereby amended to read as follows:

307.2.3 Auxiliary and Secondary Drain Systems. In addition to the requirements of Section 307.2.1 where damage to any building components could occur as a result of overflow from the equipment primary condensate removal system, both of the following auxiliary protection methods shall be provided for each cooling coil or fuel-fired appliance that produces condensate:

1. An auxiliary drain pan with a separate drain shall be provided under the appliance on which condensation will occur. The auxiliary pan drain shall discharge to a conspicuous point of disposal to alert occupants in the event of a stoppage of the primary drain. The pan shall have a minimum depth of 1 ½ inches (38 mm), shall not be less than 3 inches (76 mm) larger than the unit or the coil dimensions in width and length and shall be constructed of corrosion-resistant material. Galvanized sheet steel pans shall have a minimum thickness of not less than 0.0236 inch (0.6010 mm) (No. 24 gage). Nonmetallic pans shall have a minimum thickness of not less than 0.0625 inch (1.6 mm). Any appliance supports placed in the auxiliary drain pan must be of a noncombustible and non deteriorating material.

2. A water-level detection device conforming to UL508 shall be provided that will shut off the equipment served prior to overflow of the pan.

(1) Minimum wire size for lighting and branch circuits is 12 gage in areas of new construction. Number 14 gage wire is not allowed for any purposes in areas of new construction.

(2) All wiring beyond the electrical service meter must be copper. No aluminum wiring allowed beyond the electric meter.

(3) All circuits, except those dedicated for specific appliances or required to be protected by GFCI, must be protected with combination breakers for arc and ground fault protection. A testing device shall be provided by the electrician at the final electrical inspection to test the arc and ground fault breakers at the receptacles.

(4) Hallways and stair landings of at least 3 feet (914 mm) or more in length as measured horizontally along the wall shall have at least one receptacle outlet. The hall length shall be considered the length measured along the centerline of the hall without passing through a doorway. Additional receptacles are required for each additional length of 12 feet (3658 mm).

(5) Receptacle requirements for kitchen islands shall be twice (2X) the quantity required in Article 210.

(6) Testing of Arc and Ground fault systems shall be performed at the receptacles.

(7) Standby and emergency generators shall be installed in accordance with the National Electrical Code, 2011 and the following restrictions:

a. All wiring shall meet all requirements outlined in this code.
b. Maximum sound level at anytime shall be 70db or less measured at the property line.
c. Generator shall be positioned so that no structure, roof or overhang is over any portion of the generator enclosure.
d. Minimum clearance between generator foundation and other structures shall be 24 inches or greater as determined by manufacturers' specifications. At no time shall the clearance be less than 24 inches.
e. No portion of the generator or wiring may be located in an easement or Right of Way.
f. Generator may not be located in any restricted area or required green space.
g. Generator may not be located within the required front yard of a lot.
h. A generator cannot be visible from a public or private street.

(3) Section R902.2 is hereby amended to read as follows:

902.2 Fire-retardant-treated Shingles and Shakes. The use of wood shakes, shingles, or non-classified or unlabeled materials is prohibited.

(4) The use of wood shakes, shingles, or non-classified or unlabeled materials is prohibited for use as an exterior covering as a siding for residential structures.

E3901.4.2 Island Countertop Spaces. At least two receptacle outlets shall be installed at each island countertop space with a minimum of four receptacles required for any island which has divided work or separate spaces as defined in E3901.4.4.

(8) **E3902.11 Arc-fault circuit-interrupter protection** is hereby amended to apply to all branch circuits except those dedicated to appliances or protected by GFCI and/or fire alarm systems. A testing device shall be provided by the electrician at the final electrical inspection to test the arc and ground fault breakers at the receptacles. In addition, all branch circuits that supply 120-volt or greater power shall use a minimum of 12 gage copper wire in areas of new construction. No 14 gage wire allowed in areas of new construction.

(9) Section E3901.10 is hereby amended to read as follows:

E3901.10 Hallways and Stair Landings. Hallways and stair landings of at least 3 feet (914 mm) or more in length as measured horizontally along the wall shall have at least one receptacle outlet. The hall length shall be considered the length measured along the centerline of the hall without passing through a doorway. Additional receptacles are required for each additional length of 12 feet (3658 mm).

(10) Section M1411.3 is hereby amended to read as follows:

M1411.3 Condensate Disposal. Condensate from all cooling coils, evaporators and any condensate producing appliance shall be conveyed from the drain pan or appliance outlet to an approved place of disposal. Such piping shall maintain a minimum horizontal slope in the direction of discharge of not less than one-eighth unit vertical in 12 units horizontal (1-percent slope). Condensate shall not discharge into a street, alley, walkway, patio or other area which could become unsafe with the presence of water. A water level detection device conforming to UL 508 shall be provided that will shut off the equipment served in the event that the condensate line becomes blocked.

(11) Section M1411.3.1 is hereby amended to read as follows:

M1411.3.1 Auxiliary and Secondary Drain Systems. In addition to the requirements of Section M1411.3 where damage to any building components could occur as a result of overflow from the equipment primary condensate removal system, both of the following auxiliary protection methods shall be provided for each cooling coil or fuel-fired appliance that produces condensate:

1. An auxiliary drain pan with a separate drain shall be provided under the appliance on which condensation will occur. The auxiliary pan drain shall discharge to a conspicuous point of disposal to alert occupants in the event of a stoppage of the primary drain. The pan shall have a minimum depth of 1 ½ inches (38 mm), shall not be less than 3 inches (76 mm) larger than the unit or the coil dimensions in width and length and shall be constructed of corrosion-resistant material. Galvanized sheet steel pans shall have a minimum thickness of not less than 0.0236

inch (0.6010 mm) (No. 24 gage). Nonmetallic pans shall have a minimum thickness of not less than 0.0625 inch (1.6 mm). Any appliance supports placed in the auxiliary drain pan must be of a noncombustible and non deteriorating material.

2. A water-level detection device conforming to UL508 shall be provided that will shut off the equipment served prior to overflow of the pan.

(12) Standby and emergency generators shall be installed in accordance with the National Electrical Code, 2011 and the following restrictions:

(a) All wiring shall meet all requirements outlined in this code.
(b) Maximum sound level at anytime shall be 70db or less measured at the property line.
(c) Generator shall be positioned so that no structure, roof or overhang is over any portion of the generator enclosure.
(d) Minimum clearance between generator foundation and other structures shall be 24 inches or greater as determined by manufacturers' specifications. At no time shall the clearance be less than 24 inches.
(e) No portion of the generator or wiring may be located in an easement or Right of Way.
(f) Generator may not be located in any restricted area or required green space.
(g) Generator may not be located within the required front yard of a lot.
(h) A generator cannot be visible from view from a public or private street.

Remodel
Required Documentation

Building Submittal Package

- Permit Application
- Remodel Worksheet
- Required Drawings and Documentation

  (1 complete set with no document larger than 11" x 17")

  - Floor Plan
  - Frame and Foundation Plan sealed by a Texas Registered Structural Engineer if **ANY** wall is removed, added or moved.
  - Electrical Plans
  - Plumbing Plans

Building Permit Application

Date:_____

Type of Permit Requested: **Remodel**

Job Address:_____

Contractor:_____Telephone:_____

Fax:_____Mobile: _____

Type of Project: (Circle One) New Addition Alteration Replacement

Owner of Property:_____Valuation:$_____

Square Feet of New Space Air Conditioned:_____Non AC_____New Slab:_____

Requested Water Meter Size:_____

Minimum Distance From Proposed Structure to: North Property Line_____ South Property Line_____

West Property Line_____ East Property Line_____

I hereby certify that this property has been legally platted and is recorded as Lot_____, Block_____ of _____Addition in Vol.___, Page_____ of the records and maps of Harris County, Texas.

_____(Property Owner)

I hereby acknowledge that I have been informed that a Fire Sprinkler System is required in all new construction and in additions or remodeling projects that exceed 50% of the replacement value of the existing structure as required in N.F.P.A. 13, 13D. Fire system plans must be submitted to the Village Fire Department (901 Corbindale, Houston, Texas 77024 713-468-7941) for approval prior to construction.

_____(Contractor/ Agent)

For City Use Only

Fees:	Water Tap	$_____		Permit No.	_____
	Sewer Connection Charge	$ _____		Fire System Approval Date	_____
	Water Deposit	$ _____		Permit Number	_____
	Connection Total	$ _____		Permit Fee	$ _____

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.

General Contractor Responsibilities

The general contractor **SHALL PROVIDE A SINGLE PROTECTED AREA FOR ALL PERMITS AND INSPECTION RECORDS** issued for that site.

SANITARY WASTE: All sanitary waste shall be collected in an enclosed portable waste collection unit (portable toilets) approved by the City of Bunker Hill Village. All portable toilets shall be screened from view from any adjacent private property or any public or private roadway with privacy fencing or other decorative screening materials, of a height of not less than the height of the portable toilet. Each portable toilet shall be served at least one (1) time per week.

ON-SITE PARKING FOR WORKERS: All vehicles belonging to construction workers shall be parked on the job site unless special approval by the building official is received. The builder shall provide an all-weather temporary drive to minimize tracking dirt, mud, etc., onto the adjacent street or streets.

HOURS OF WORK NOTICES MUST BE POSTED. The City of Bunker Hill will provide these notices in English and Spanish. The general contractor is to place them in a protective sleeve or have them laminated and post both at the site.

ALL TRASH, DEBRIS, AND LITTER MUST BE PICKED UP DAILY.

Violation of any of the above **CAN RESULT IN STOP WORK ORDERS OR A FINE OF $2,000 OR BOTH.**

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)

Required Remodel Inspections

Fax Inspection Requests 1 day in advance to the City of Bunker Hill using the form provided in this package. All inspections must be performed by City of Bunker Hill inspectors. Third party inspections do not take the place of city inspections.

Building

- Frame Cover – all other trades should be approved for cover at this point.
- Poly Seal
- Insulation
- Final – all other permits must be complete.

Additional inspections may be required for Plumbing, Electrical and HVAC.

City of Bunker Hill Village

INSPECTION REQUEST FORM **FAX 713-827-8752**

CONTRACTOR:_____

JOB SITE ADDRESS_____CONTRACTOR FAX:_____

CONTACT PERSON:_____ PHONE NUMBER: _____

PERMIT#_____DATE FOR INSPECTION:_____Time Desired:_____

Please fax this form by 4:00 pm to insure next day inspections.

Building

_____ Site
_____ Pier
_____ Foundation*
_____ Wind Bracing
_____ Brick Tie
_____ Frame Cover
_____ Polly Seal
_____ Change Out
_____ Final

*Form Survey must be presented and approved before a Foundation Inspection will be scheduled.

Electrical (Electrician must be present @ inspection)

_____ Cover
_____ Temporary Pole Set
_____ TCI
_____ Underground
_____ Pressurization
_____ Shower Pan
_____ Water Lines/Water Heaters
_____ Gas Turn On
_____ Area Drains
_____ Final

Driveway/Sidewalk

_____ Approach
_____ Pre-Pour
_____ Culvert
_____ Final

Fence

_____ Final

_____ Insulation
_____ Wall Board
_____ Final

Mechanical

_____ Cover
_____ Register/Box Seal

_____ Swimming Pool
_____ Final

Plumbing

_____ Sewer Disconnect
_____ Underground
_____ Cover

Pool

_____ Stake Out
_____ Steel
_____ Decking
_____ Final

Irrigation

_____ Final

Demolition

_____ Pre-Demo

Roof _____ Final

Comments:_____

Site Inspection is to confirm the presence of 1) On Site Parking 2) Dumpster 3) Screened Sanitary Facilities 4) Filter Fabric and Runoff Protection 5) Temporary Drainage 6) Tree Protection 7) Permit Posting Station 8) Address Clearly visible from the street.