

City of Kemah, Texas

Residential Building Permit

Submittal Requirements



CONSTRUCTION DOCUMENT SUBMITTALS: A digital copy of a permit application and complete set of construction documents is required for the plan review. Please submit to permits@kemahtx.gov.

REQUIRED DRAWINGS AND DOCUMENTS

(City may request additional information after initial plan review)

- ____ Plat (Required for land being subdivided into tract(s) of less than 5 acres)
- ____ Site Plans (plot plans) drawn to scale of 1" = 20'. Site plans must show lot dimensions, footprint of building and [distance from building to property lines](#), platted building lines, driveways, all easements, and the address and legal description of the lot.
- ____ Floor plans drawn to scale of 1/4" = 1'. Floor plans must show all dimensions, room names, size and type of windows and doors, cabinets and fixtures, and ceiling heights.
- ____ Exterior elevation plans drawn to a scale of 1/4" = 1'. Exterior elevation plans must show exterior materials, windows and doors, roof slopes, chimneys, and overhangs
- ____ Structural plans and [WPI-2](#). Structural plans must show second floor framing, ceiling framing, roof framing, headers and beams and windstorm connections. Must be designed by a Licensed engineer compliant with [windspeed](#) and [TDI Requirements](#)
- ____ Foundation plans (must be sealed by a State of Texas Registered Engineer). Foundation plans must show all dimensions, location and spacing of beams, location of post-tensioning cables (if applicable), location and sizes of rebar (if applicable), concrete specifications, slab thickness, beam sizes and details, post-tensions cable details (if applicable), other notes and requirements by the Engineer, and the address and legal description of the lot.
- ____ Electrical plans (may be combined with floor plan) drawn to scale of 1/4" = 1'. Electrical plans must show location of receptacles and other outlets, exhaust fans, smoke detectors, light fixtures, service equipment and panels.
- ____ Mechanical layout ([including HVAC system load sizing documents](#))
- ____ Plumbing plans (may be combined with floor plan) drawn to scale of 1/4" = 1'. Plumbing plans must show locations of fixtures water heaters, and gas outlets.
- ____ Letter of Capacity or Concurrence for Water and Sanitary Sewer Service from the Municipal Utility or Water District of record
- ____ [Elevation Certificate](#) (For projects within [100 year Flood Hazard Area](#)) must comply with [Chapter 46](#) of the Kemah code of ordinances(Construction Drawings : Building Under Construction : Finished Construction)
- ____ Drainage plans ([46-107](#)), site fill calculations([46-111](#)) and building elevation ([46-107](#)) compliant with Kemah code of ordinance
- ____ Certified Energy Compliance Report (U.S. Dept. of Energy, <https://www.energycodes.gov/rescheck>;))
- ____ Approval of compliance with deed restrictions from HOA ([18-3](#) of Kemah Code of Ordinance)

NOTE: A Form Survey sealed by a State of Texas Licensed Surveyor verifying finished floor elevation and an elevation certificate (if applicable) will be required prior to scheduling a foundation inspection.