



**BUREAU  
VERITAS**

## City of Crandall Fire Alarm/Sprinkler Processing Checklist

**This form must accompany permit package and returned to City completed.**

**Project Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_

### **SUBMITTAL OF FIRE ALARM AND FIRE SPRINKLER PLANS:**

All permits are to be submitted to City front office. Front office will put all documents in Building Official office. Building Official will process to Fire Marshal for review.

- Fire Alarm Review
- Fire Sprinkler Review

**CITY BUILDING OFFICIAL:** (Fire alarm and fire sprinkler plans usually do not accompany the building plans and both are usually submitted at different times by different companies.)

- Fill out Project name, date and address.
- Submit 2 sets of plans for each with application.
- Call Josh to advise. Attach checklist to plans.

### **FIRE MARSHAL:**

- Conduct review.
- Work with applicant if additional information is needed until approved.
- Return to Building Official.

### **CITY BUILDING OFFICIAL:**

- Enter into Incode.
- Print permit, enter permit fee on permit.
- Contact applicant to advise approved.
- Give contractor copy to front office for collection of fee.
- File city copy in permit paperwork file.

## Fire Alarm / Fire Sprinkler Permit

Permit Number: _____	Valuation: _____
Project Name: _____	Zoning District: _____
Project Address: _____	Square Foot: _____
Project Description: <b>FIRE ALARM</b> <input type="checkbox"/> <b>FIRE SPRINKLER</b> <input type="checkbox"/>	
<b>MUST PROVIDE 2 COMPLETE SETS OF PLANS</b>	

<b>Owner Information:</b>		
Name: _____	Contact Person: _____	
Address: _____		
Phone Number: _____	Fax Number: _____	Mobile Number: _____

<b>Fire Alarm Contractor</b>	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>
<b>Fire Sprinkler Contractor</b>	Contact Person	Phone Number	Contractor License Number <input type="checkbox"/>

***It shall be unlawful to use or occupy or permit the use or occupancy of any building or premises created, erected, changed, converted or altered or enlarged in its use or structure until a Certificate of Occupancy shall have been issued by the administrative official. A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. All permits require final inspection.***

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 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.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### OFFICE USE ONLY

Approved by: _____	Date Approved: _____
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### Permit Fees

Fire Alarm Plan Review Fee: _____	Total Permit Fee: _____
Fire Alarm Inspection Fee: _____	Issued Date: _____
Fire Sprinkler Plan Review Fee: _____	Issued By: _____
Fire Sprinkler Plan Inspection Fee: _____	BV Project # _____
Fire Alarm Contractor: _____	
Fire Sprinkler Contractor: _____	



## Building Requirements

This document is not meant to modify any Federal or State laws or City Ordinances. It is intended to be informative and to be used as a guideline. Where circumstances of a particular job differ from these procedures, the decision of the Building Department will prevail.

### **Building Codes**

All Federal, State and local requirements are applicable to projects constructed within the City's jurisdiction whether specifically listed herein or not. The City of Crandall, Texas, has adopted the following codes and/or standards regulating building construction.

*2012 International Building Code*  
*2012 International Residential Code*  
*2012 International Fire Code; Option B*  
*2012 International Plumbing Code*  
*2012 International Mechanical Code*  
*2012 International Energy Conservation Code*  
*2011 National Electrical Code*

### **Building Permit**

Before a building permit will be issued, all plans and documents related to the permit application must be approved by the Building Department and all applicable fees paid to the City of Crandall.

All Contactors performing work within the City of Crandall's jurisdiction must be registered with the City and provide proof of commercial general liability insurance for claims of property damage or bodily injury.

Construction or building without a permit is subject to a fine.

You must contact DIGTESS at 1-800-344-8377 and the City Public Works Department at 972-427-3771 for utility line locates on any project that requires digging. (Fences, Swimming Pools, Additions, etc.)

## **Inspections**

Building Inspections: Inspections received by 5:00 p.m. Monday – Friday will be performed the next business day. Inspections related to building construction must be called into Bureau Veritas at (877) 837-8775. Inspection requests can also be faxed to (877) 837-8859. When all inspections are completed, a final inspection shall be made prior to approving the permanent power release. The final inspection must be passed prior to occupancy of building. Permit packet must be on-site at time of inspection.

Fire Inspections: Inspections such as Fire Alarm and Fire Sprinkler, Fire Lanes, Commercial Fire Final, and any other fire related inspections must be requested through the Crandall VFD.

Public Works: Inspections for driveways, culverts, and all water and sewer related issues must be requested through the City Public Works Department at 972-427-3771 x0.

## **Construction Site**

A temporary property address must be posted at the front of the lot and readable from the street. Permanent street numbers must be displayed before final inspection.

A portable sanitary restroom for your workers MUST be on your property until the final inspections are approved.

Construction dumpsters are available from IESI Waste Management Company by contacting them at 972-686-5665 or onsite built containment. Construction area shall be maintained until job completion.

NO construction material, debris, or sanitary restroom facility shall be placed or stored in the public right-of-way or drainage areas at any time.

Erosion control must be in place prior to the first inspection.



**\$50.00 registration fee**

## **CONTRACTOR REGISTRATION FORM**

### **TYPE OF CONTRACTOR LICENSE**

<input type="checkbox"/> ELECTRICAL CONTRACTOR	<input type="checkbox"/> MECHANICAL (HVAC)
<input type="checkbox"/> MASTER ELECTRICIAN	
<input type="checkbox"/> JOURNEYMAN ELECTRICIAN	<input type="checkbox"/> IRRIGATOR (LANDSCAPE)
<input type="checkbox"/> MASTER SIGN ELECTRICIAN	<input type="checkbox"/> BACKFLOW TESTER
<input type="checkbox"/> MASTER PLUMBER	<input type="checkbox"/> Third Party Energy Provider
<input type="checkbox"/> JOURNEYMAN PLUMBER	<input type="checkbox"/> OTHER (specify) _____

### **CONTRACTOR INFORMATION**

COMPANY NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

LICENSEE NAME: \_\_\_\_\_

LICENSEE NUMBER: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS (MAILING): \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**YOU MUST PROVIDE A CERTIFICATE OF LIABILITY INSURANCE WITH THE CITY OF CRANDALL LISTED AS THE CERTIFICATE HOLDER**

**Provide a copy of your drivers license and State trade license below.**



## Contact Information

### Plan Review

Bureau Veritas will be conducting residential and commercial plan reviews. The applicant will be contacted by Bureau Veritas if revisions are needed. You may contact Bureau Veritas' Plan Review Department for the status of your permit at (469) 241-1834 or toll free (800) 906-7199.

### Inspection Requests

Please contact Bureau Veritas to request inspection(s). Any of our permit technicians can assist you. Inspections requested by 5:00 pm Monday – Friday will be performed the next business day. Inspection requests can also be faxed to the Bureau Veritas office.

Inspection line: (817) 335-8111 or (972) 980-8401  
Inspection FAX line: (817) 335-8110 or (972) 980-8400  
Toll Free number: (877) 837-8775  
Toll Free FAX line: (877) 837-8859

### Field Inspections

Inspectors assigned to your area can be contacted via cell phone. Please call the Bureau Veritas office at (817) 335-8111/(972) 980-8401/toll free (877) 837-8775 for your inspector's name and number.

### City of Crandall

Permit Technician: Tamara Chappell 972-427-3771 x103

**We look forward to working with you to ensure that the community is provided with a safe and durable built environment.**



## BUILDING PERMIT FEE SCHEDULE

The following fees are referenced in the 1997 Uniform Building Code.

### Permit Fees

The fee for each permit shall be as set forth in Table 1-A.

**Table 1-A - Building Permit Fees**

Valuation	Fee
\$1.00 to \$2,000.00	\$50.00
\$2,001.00 to \$10,000.00	\$100.00
\$10,001.00 to \$25,000.00	\$100.00 for the first \$10,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00, or fraction thereof

### Plan Review Fees

When submittal documents are required by Section 106.3.2, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. The plan review fees specified in this section are in addition to the permit fees. Plan review fee shall be 65 percent of the building permit fee as shown in Table 1-A.



<b>Other Inspections and Fees:</b>	<b>Hourly Charge</b>
1. Inspections outside of normal business hours	\$47.00 per hour* (minimum charge – two hours)
2. Re-inspection fees assessed under provisions of Section 305.8	\$47.00 per hour*
3. Inspections for which no fee is specifically indicated	\$47.00 per hour* (minimum charge – one-half hour)
4. Additional plan review required by changes, additions or revisions to plans	\$47.00 per hour* (minimum charge – one-half hour)
5. For use of outside consultants for plan checking inspections, or both	Actual costs**
*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.	
**Actual costs include administrative and overhead costs.	

**Building Permit Valuation**

The building permit fee charged to build a new building, to add on to an existing building, to remodel or to alter an existing building shall be based on the declared valuation of the proposed work.

One- and two-family dwellings - the value of \$60.00 per square foot of total area under roof shall be used to determine the valuation for the purpose of computing permit fees in accordance with Table 1-A.

Commercial projects - the value of \$80.00 per square foot of total area under roof shall be used to determine the valuation for the purpose of computing permit fees in accordance with Table 1-A.

The Building Official may require the applicant to verify the declared value. The building permit fee shall be calculated based upon figures from Table 1-A.

**Certificate of Occupancy**

Existing buildings - \$100.00

New Construction – Cost of Certificate of Occupancy is included in building permit fee.



**Fire Alarm and Sprinkler Fees** – Fees are based on total construction valuation of project.

Fire Code Plan Review Services (fire alarm and sprinkler system)

\$1,000.00 and less	\$45.00
\$1,001.00 to \$25,000.00	\$189.00
\$25,001.00 to \$50,000.00	\$315.00
\$50,001.00 to \$100,000.00	\$515.00
\$100,001.00 to \$500,000.00	\$850.00
\$500,001.00 to \$1,000,000.00	\$1,100.00
\$1,000,001.00 to \$3,000,000.00	\$1,600.00
\$3,000,001.00 to \$6,000,000.00	\$2,400.00
\$6,000,001.00 and up	\$2,400.00 plus \$0.25 for each additional \$1,000.00

Fire Code Inspection Services (fire alarm and sprinkler system)

\$1,000.00 and less	\$45.00
\$1,001.00 to \$25,000.00	\$250.00
\$25,001.00 to \$50,000.00	\$550.00
\$50,001.00 to \$100,000.00	\$850.00
\$100,001.00 to \$500,000.00	\$1,050.00
\$500,001.00 to \$1,000,000.00	\$1,350.00
\$1,000,001.00 to \$3,000,000.00	\$1,900.00
\$3,000,001.00 to \$6,000,000.00	\$2,850.00
\$6,000,001.00 and up	\$2,850.00 plus \$0.25 for each additional \$1,000.00



## Utility Locate Request

### PUBLIC WORKS DEPARTMENT

You must contact DIGTESS at 1-800-344-8377 and the City Public Works Department at 972-427-3771 for utility line locates on any project that requires digging. (Fences, Swimming Pools, Additions, New Construction)

#### Request for water and sewer line locates

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

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

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Reason for locate: \_\_\_\_\_

Date locate is needed (Allow a minimum of 48 hours): \_\_\_\_\_

Do you need a property line to property line locate?  Yes  No

If no is the locate area clearly marked?  Yes  No

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

**DIG TESS Center**  
**Fax-A-Locate #800-690-1291**  
**Center #800-344-8377**

**Company and Caller Information:**

Co. Phone: \_\_\_\_\_ Co. Name: \_\_\_\_\_

Co. Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Caller: \_\_\_\_\_ Fax: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Primary Contact #: \_\_\_\_\_

Alternate Contact # (if available): \_\_\_\_\_ BTC: \_\_\_\_\_ AM/PM

Email Address (if available): \_\_\_\_\_

**Work Site Information:**

Nature of Work: \_\_\_\_\_ Start Date/Time: \_\_\_\_\_ AM/PM

County: \_\_\_\_\_ City/Town: \_\_\_\_\_

Dig Address: \_\_\_\_\_

Nearest Intersecting Street: \_\_\_\_\_

Mapsco/KeyMap (if available): \_\_\_\_\_ TESS Grid (if available): \_\_\_\_\_

GPS or Lat/Long (if available): \_\_\_\_\_

Deeper than 16"? Yes / No

Blasting? Yes / No / Maybe

White Lined? Yes / No

Directional Boring? Yes / No

Work Done For: \_\_\_\_\_ Duration: \_\_\_\_\_

Marking Instructions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**IMPORTANT: DO NOT FAX EMERGENCIES OR DIG-UP TICKETS!!!!!!!!!!!!**

Call all Emergencies or Dig-Ups into TESS at 1-800-344-8377

Water, Sewer, and Slurry Facilities May Not Be Notified.

State Law requires a 2 working days notice prior to beginning excavation. Fax locate requests are processed from 8:00am to 5:00pm, Mon. through Fri., and from 8:00am to 12:00pm on Sat. (excluding holidays). If less than the required 2 working days notice is given, the locate requests will be sent to Dig Tess members as a "Non-Compliant" ticket.