



## City of Lorena

107-A S. Frontage Road

Lorena, Texas 76625

Phone: (254) 857-4641 Fax: (254) 857-4118

[www.ci.lorena.tx.us](http://www.ci.lorena.tx.us)

## Residential New Home 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**

The City of Lorena, Texas, has adopted the following codes regulating building construction.

*2018 Intl Building Code*

*2018 Intl Residential Code*

*2018 Intl Fire Code*

*2018 Intl Plumbing Code*

*2018 Intl Mechanical Code*

*2018 Intl Fuel Gas Code*

*2017 National Electrical Code*

*2018 Intl Energy Conservation Code*

### **Building Permit**

Before a building permit will be approved, all plans and documents related to the permit application must be approved by the Building Department. Approved permits must be picked up at the City Hall prior to work beginning and retained on site during construction. Permit becomes void if construction does not commence within six (6) months from date of application.

A permit fee must be paid upon submission of the building permit application for all new residential construction. All permit fees are non-refundable.

All Contractors performing work within the City of Lorena's jurisdiction must be registered with the City.

Water service is provided by the City of Lorena. You will need to setup your account at City Hall. A water meter is required to be in place prior to the final inspection.

Driveways or culverts: TXDOT permit is required for construction on all state highway public right-of-ways at submission of permit application

### **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.

A trash receptacle constructed to prevent construction trash from blowing or scattering from the jobsite/property 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.

***Construction Hours: Between 7:00 a.m. and 6:00 p.m. on weekdays (Monday – Friday)***



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### New Residential Plan Review Checklist

Address: \_\_\_\_\_ Date Received: \_\_\_\_\_

The City of Lorena has adopted the 2018 versions of the International Codes (Building, Residential, Mechanical, Plumbing, Energy, Fuel Gas, Fire) and the 2017 National Electric Code. Prior to permit issuance, all properties must have an approved plat and site plan released from the Zoning Administrator. Permit Application with an original signature must be complete and submitted with the following information:

\_\_\_\_\_(2) **Site Plans to include:**

Legal Description (lot, block, subdivision)

North arrow and scale

Property lines and lot dimensions

All easements

Proposed structure and all existing buildings

Location of septic system including spray area

Setbacks for front, rear and sides of house must be shown on site plan

\_\_\_\_\_(2) **Landscape Plans (Tree Preservation Survey, if applicable)**

\_\_\_\_\_(2) **Fence Plans** (Fences and walls shall not be constructed within any portion of a utility or drainage easement)

\_\_\_\_\_(2) **Residential Energy Code Compliance Report (2018 IECC)**

\_\_\_\_\_(2) **Foundation Plans** - Conventional Rebar Slab Foundation – Regionally Accepted Practices – Foundation Detail (Reference IRC) or Engineered plans or Post Tension Foundation – Engineered Foundation plans and letter. Must state foundation was designed for the soil conditions on that particular lot and the design criteria of the 2018 IRC.

\_\_\_\_\_(2) **Sets of house plans** to include: floor plan, exterior elevations, roof design, mechanical design, electrical design, plumbing design, construction details, window/door schedule, masonry and wood details.

\_\_\_\_\_**OSSF permit from McLennan County must be submitted at time of application**

\_\_\_\_\_**Driveway approaches and drainage culverts** - Engineered plans (Driveways accessing State Highways require a TXDOT permit)

\_\_\_\_\_**Contractor Registration required for General, Electrician, Plumber, Mechanical, Irrigator, and Backflow Tester.**



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### New Residential Permit Submittal Requirements

**CONSTRUCTION DOCUMENT SUBMITTALS:** Two (2) copies of complete set of construction documents are required for plan review. Construction documents must be submitted along with a completed permit application form.

**Site plans (plot plans)** drawn to a 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 a 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**, where required, drawn to a scale of 1/4" = 1'. Structural plans must show second floor framing, ceiling framing, roof framing, headers, and beams.

**Foundation plans** (must be sealed by a State of Texas Licensed Engineer **or** Foundation Detail (Reference IRC) drawn to a scale of 1/4" = 1'. 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.

**Engineer's foundation design letters.** Letters must include a statement that the foundation has been designed specifically for soil conditions of listed lot and that design is in accordance with the building code, must be sealed by the State of Texas Licensed Engineer that designed the foundation plans, and must show the address and legal description of the lot.

**Masonry on Wood details**, if applicable. Masonry on wood details must be sealed by a State of Texas Licensed Engineer or built to the International Residential Code details.

**Electrical plans** (may be combined with floor plan) drawn to a 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.

**Plumbing plans** (may be combined with floor plan) drawn to a scale of 1/4" = 1'. Plumbing plans must show location of fixtures, water heaters, and gas outlets.

**Energy Compliance Report or Energy Compliance Form.**

**Landscaping plan:** Shall be prepared by a person knowledgeable in plant material usage and landscape design (e.g., landscape architect, landscape contractor or landscape designer) and shall contain the minimum following information: (1) Minimum scale of one inch equals 50 feet. (2) Location, size and species of all trees to be preserved indicating size measured at 24 inches above ground level. (3) Location of all plant and landscaping material to be used, including plants, paving, benches, screens, fountains, statues, earthen berms, ponds (to include depth of water), topography of site, or other landscape features. (4) Species of all plant material to be used, including common names. (5) Size of all plant material to be used at time of planting. (6) Spacing of plant material where appropriate. (7) Layout and description of irrigation, sprinkler, or water systems including placement of water sources. (8) Description of maintenance provision. (9) Persons responsible for the preparation of the landscape plan and contact information. (10) North arrow. (11) Date of the landscape plan.

**Fence Plan:** Fences and walls shall not be constructed within any portion of a public utility or drainage easement



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## Residential New Home Inspections

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.

Phone: (817) 335-8111 / toll free (877) 837-8775

Fax: (817) 335-8110 / toll free (877) 837-8859

Inspection requests can be emailed to: [inspectionstx@us.bureauveritas.com](mailto:inspectionstx@us.bureauveritas.com)

**Plumbing Rough** - All inspections in this group must be requested at same time.

**Water Service**

**Yard Sewer**

**Form Survey** – Must be in permit packet for inspection to be passed.

**Foundation** - Engineered Foundation letter is acceptable, but must be in packet at time of frame inspection.

**Electric Rough** - All inspections in this group must be requested at same time.

**Mechanical Rough**

**Gas Rough Piping /Test**

**Plumbing Top-out**

**Frame**

**Energy Insulation** – If 3<sup>rd</sup> party, green tag must be in permit packet.

**Construction Electric and Gas Final** - Meters will be released by city.

**Fence Final** – CO cannot be obtained without a fence inspection. Fence inspections must be called in separately and site plan must be available at time of inspection.

**Electrical Final**

**Mechanical Final**

**Plumbing Final**

**Energy Final** - If 3<sup>rd</sup> party, green tag must be in permit packet.

**Customer Service Inspection Form** - Will be completed by inspector.

**Building Final**

**Temporary Pole and Flatwork** - Can be called in at any time during construction.



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## Bureau Veritas Contact Information

### Permit Submittal

The permit documents and fees will be submitted to the city. Submittal documents should be complete to expedite plan review and permit issuance. Please contact the city for a complete list of permit submittal requirements.

### 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 (817) 335- 8111/(972) 980-8401/toll free (877) 837-8775.

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### 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.

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



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Lorena, Texas 76655  
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## CONTRACTOR REGISTRATION FORM

### TYPE OF CONTRACTOR LICENSE

\_\_\_\_\_ ELECTRICAL CONTRACTOR  
\_\_\_\_\_ MASTER ELECTRICIAN  
\_\_\_\_\_ JOURNEYMAN ELECTRICIAN  
\_\_\_\_\_ MASTER SIGN ELECTRICIAN

\_\_\_\_\_ MECHANICAL (HVAC)  
\_\_\_\_\_ IRRIGATOR (LANDSCAPE)  
\_\_\_\_\_ BACKFLOW (*special form required*)

\_\_\_\_\_ MASTER PLUMBER  
\_\_\_\_\_ JOURNEYMAN PLUMBER

\_\_\_\_\_ OTHER  
\_\_\_\_\_

### CONTRACTOR INFORMATION

COMPANY NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_  
COMPANY ADDRESS: \_\_\_\_\_  
CITY, STATE, ZIP: \_\_\_\_\_  
LICENSEE NAME: \_\_\_\_\_  
LICENSEE NUMBER: \_\_\_\_\_ PHONE: \_\_\_\_\_  
ADDRESS (MAILING): \_\_\_\_\_  
CITY, STATE, ZIP: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**PLEASE PROVIDE COPY OF DRIVER'S LICENSE AND STATE LICENSE**