Building Codes
The City of China Grove has adopted the following building codes and ordinances regulating construction:
- 2018 International Building Code
- 2018 International Residential Code
- 2018 International Plumbing Code
- 2018 International Mechanical Code
- 2017 National Electrical Code
- 2018 International Fire Code
- 2018 International Swimming Pool and Spa Code
- 2015 International Existing Building Code (State mandated)
- 2015 International Fuel Gas Code (State mandated)
- 2015 International Energy Conservation Code (State mandated)
- City of China Grove Zoning Ordinance 960711 and amendments
- City of China Grove Development Plat Ordinance
- City of China Grove Zoning Ordinance 960711 and amendments
- City of China Grove Floodplain Management Ordinance 191205
- City of China Grove Storm Water Management Ordinance 190307-2
- City of China Grove Separate Storm Sewer System MS4 Phase II Regulations Ordinance 190702-1
- City of China Grove Right of Way Construction Ordinance #181004
- City of China Grove Landscaping Ordinance 021205

Plat Development and Subdividing

Ordinance Regulations to Note for Commercial Structures:
- Lots must be formally platted and be at least ¾ of an acre
- Only one main building per lot
- Buildings must have engineered slab foundation
- All driveways, parking spaces and/or parking lot surfaces must be concrete or asphalt
- Lot must have 50 feet minimum frontage on a public street or road
- Yards – see ordinance #970703
- See Section 11 of Ordinance #960711 for shopping centers
- No liquid propane tanks allowed without authorization of City Council
- Driveways accessing a State Highway need a TXDOT permit

Utility Providers:
- CPS Energy for electric and natural gas
- SAWS (San Antonio Water System) for water
- On-Site Sewage Facility must be permitted through Bexar County Environmental Services

Building Permits
All persons are required to contact the city for any construction, installation, or connection projects to determine zoning, building regulations and permits required. Before a building permit will be approved, all plans and documents related to the permit application must be submitted to City Hall for review by the Permit Office.

The City of China Grove contracts its Building Permit Reviews and Inspections with BUREAU VERITAS. The City will verify submittal documents are complete and forward to Bureau Veritas for Plan Review. Bureau Veritas will contact the applicant directly if additional information and/or documents are required and to discuss any non-compliance or deviation from City Ordinances and adopted Building Code requirements. You may contact Bureau Veritas Plan Review Department for the status of your plan review at (817) 335-8111 or toll free (877) 837-8775.

The permit fee (Building Permit, Plan Review, Inspections) must be paid upon submission of the building permit application for all construction. All permit fees are non-refundable and non-transferable. No construction or work may be
commenced or no delivery of materials to a site before a permit is issued. If work or construction has commenced prior to obtaining a permit, work must stop and a permit applied for. Penalty fees for code non-compliance apply. Subsequent issuance of a permit in this situation shall not relieve anybody from fully complying with the requirements of the adopted codes in the execution of the work nor from any other penalties that might apply.

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 90 days of permit issuance or is suspended or abandoned for a period of 60 days at any time after work is commenced. Permits are valid for one (1) year.

All Contactors performing work within the City of China Grove’s jurisdiction must be registered with the City and provide proof of liability insurance. Permits will not be issued until all contractors have registered with the City.

**Inspection Requests**

Contact Bureau Veritas to request inspection(s). Inspection requests received by 5:00 p.m. Monday – Friday will be performed the next business day. Inspection requests can also be emailed to the Bureau Veritas office.

- Inspection Request line: (817) 335-8111 or toll free (877) 837-8775
- Email inspection requests to: inspectionstx@us.bureauveritas.com

**Field Inspections**

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

Permit packet that includes the approved plans and documents and all inspection tickets must be on site at the time of inspection.

The building final inspection must be passed prior to occupancy of building.

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

An additional set of plans will be required for buildings with fire alarm and/or fire suppression. An additional set of plans will be required for projects which require a health review.

Note: Drawings containing a label such as “not for construction” or “for pricing only” will not be accepted for permit application.

Professional License: Each drawing and document shall be sealed, signed, dated and designed by a State of Texas Registered Architect, Registered Engineer, Registered Interior Designer, where applicable as required by the State of Texas Engineering and Architect Practice Act.

REQUIRED DRAWINGS AND DOCUMENTS: (City Permit Office may request additional information as necessary.)

Drawings must be drawn to scale, dimensioned and of sufficient clarity.

1. Site Plan (The plat must be approved and the Site plan must be released by the City of China Grove before a permit will be issued.
2. Floor plans and roof plans
3. Exterior elevation
4. Door schedules, window schedules, hardware schedules
5. Construction details, interior elevations and interior finish schedules
6. Structural plans must include: foundation plans, roof and floor framing plans, wall sections and details
7. Mechanical, electrical and plumbing site plans and schedules
8. Plumbing plans (including riser diagram)
9. Mechanical plans
10. Electrical plans
11. Certified Energy Compliance Report

NOTE:
a. The Plat must be approved and the Site plan must be released by the City before a permit will be issued.
c. Texas Department of Health, Asbestos Program Branch [1-512-834-6600, [www.dshs.state.tx.us/asbestos](http://www.dshs.state.tx.us/asbestos)]
d. Texas Department of Licensing and Regulation [1-800-803-9202, [www.license.state.tx.us](http://www.license.state.tx.us)]
Commercial Plan Review Checklist

Project Address: ________________________  Project Name: _______________________

Prior to permit issuance, the plat must be approved and the site plan must be released by the City of China Grove before a permit will be issued. Permit Application with an original signature must be complete and submitted with the following information:

____ (2) Site Plans to include: (Must submit a filed plat of lot)
   Legal Description (lot, block, subdivision)
   All easements, property lines and lot dimensions
   North area and scale
   Proposed structure and all existing buildings
   Existing and proposed location of utility poles, pad mounted transformers

____ (2) Landscape Plans

____ (2) Parking lot layout plans

____ (2) Hydrology Study/Grading plans

____ Flood Plain Certificate, if applicable

____ (2) Commercial Energy Code Compliance - (2015 IECC)
   To include Lighting Compliance, Mechanical Compliance and Building Envelope, if applicable.

____ (2) Sets of construction plans to include floor plan, exterior elevations, roof design, Engineered foundation plan, MEP design, construction details, window/door schedules.

____ Fire lane location and construction plans and details, Fire suppression system plans and documents, Fire alarm system plans. Knox box may be required for commercial and institutional projects.

____ Driveway approaches and drainage culverts - Engineered plans (Driveways accessing State Highways require TXDOT permit)

____ TDLR # - Architectural Barriers Registration (if $50,000.00 or over)

____ Asbestos Survey (if demo or remodel)

____ Contractor Registration required for General, Electrician, Plumber, Mechanical, Irrigator, Backflow Tester

____ OSSF design and permit
Typical Commercial Inspections

Please contact Bureau Veritas to request inspection(s). 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

___ Temporary Power Pole
___ Yard Sewer
___ Water Service
___ Plumbing Rough
___ Gas Wrap
___ Customer Service Inspection Form
___ Foundation
___ Pier/Footing
___ Retaining Wall
___ Sprinkler/Double Check
___ Backflow
___ Framing
___ Plumbing Top-out Frame
___ Gas Rough Pressure Test
___ Mechanical Rough
___ Electric Rough
___ Insulation (energy)
___ Drywall
___ Electrical Underground
___ Gas in Slab
___ Gas Underground
___ Grease Duct
___ Mechanical Underground
___ Tilt Panel
___ Grade Beam
___ Veneer
___ Slab Add On
___ Construction Electric
___ Gas Temporary
___ Gas Final
___ Electrical Final
___ Mechanical Final
___ Plumbing Final
___ Energy Final
___ Building Final