



Residential 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 Graham, Texas, has adopted the following codes and/or standards regulating building construction.

City of Graham Zoning Ordinance
2003 International Building Code
2003 International Residential Code
2006 International Fire Code
2003 International Plumbing Code
2003 International Mechanical Code
2000 International Energy Conservation Code
2005 National Electrical Code
and all referenced standards contained within these codes.

Building Permit

Check for permit fees will be made out to the City of Graham.

All Contactors performing work within the City of Graham jurisdiction must be registered with the City and provide proof of commercial general liability insurance for claims of property damage or bodily injury. All registrations must be done in person. All permits must be obtained by the contractor in person unless special arrangements have been made in advance.

No construction on a project may begin before a permit is obtained. Permit fee will double if work begins prior to obtaining a permit.

Inspections

Inspections received by 4:30 p.m. Monday – Friday will be performed the next business day. All inspections are to be called into the City of Graham Permitting Department at (940) 549-3352.

The City must be notified of all inspections before any part of the construction is covered.

When all inspections are completed, a final inspection shall be made prior to approving the permanent power release.

If an inspection fails, a _____ fee for each trade that failed must be paid to the City prior to scheduling any re-inspections.

Construction Site

The property address must be posted at the front of the lot and readable from the street.

Before initiating construction, contractors must have a portable sanitary toilet on the property and shall remain until the final inspections are approved.

A trash dumpster 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.



Residential Permit Application

Permit #:	Valuation:			
Project Address:				
Lot:	Block:	Subdivision:		
Project Description:				
Square Footage- Living:	Garage:	Porch:	Total:	Stories:

Owner:	Phone #:
Address:	
Contact Person:	Phone #:

Contractor	Name	Contact Person	Phone #	License #
General				
Plumbing				
Electrical				
Mechanical				

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 has commenced. Separate permits are required for electrical, plumbing and HVAC.

A Certificate of Occupancy must be issued before any residence is occupied.

Applicant Signature:	Date:
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OFFICE USE ONLY BELOW

Approved by:	Date:
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Building Permit Fee:		Total Fee:	
Plumbing Permit Fee:		Issued Date:	
Mechanical Permit Fee:		Issued By:	
Electrical Permit Fee:		Project #	



CONTRACTOR REGISTRATION FORM

TYPE OF CONTRACTOR LICENSE

- | | |
|--|--|
| <input type="checkbox"/> CONTRACTOR-BUILDER | <input type="checkbox"/> MASTER PLUMBER |
| <input type="checkbox"/> MASTER ELECTRICIAN | <input type="checkbox"/> JOURNEYMAN PLUMBER |
| <input type="checkbox"/> JOURNEYMAN ELECTRICIAN | <input type="checkbox"/> IRRIGATOR (LANDSCAPE) |
| <input type="checkbox"/> RESIDENTIAL ELECTRICIAN | <input type="checkbox"/> BACKFLOW (<i>special form required</i>) |
| <input type="checkbox"/> MASTER SIGN ELECTRICIAN | <input type="checkbox"/> INSTALLER (LANDSCAPE) |
| <input type="checkbox"/> JOURNEYMAN SIGN ELECTRICIAN | <input type="checkbox"/> FIRE LINE TESTER |
| <input type="checkbox"/> MECHANICAL (HVAC) | <input type="checkbox"/> OSSF |
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CONTRACTOR INFORMATION

COMPANY NAME: _____ PHONE: _____

COMPANY ADDRESS: _____

CITY, STATE, ZIP: _____

LICENSEE NAME: _____

LICENSEE NUMBER: _____ PHONE: _____

ADDRESS (MAILING): _____

CITY, STATE, ZIP: _____

SIGNATURE: _____

PLEASE PROVIDE COPY OF DRIVER'S LICENSE AND STATE LICENSE



**Graham Code of Ordinances Section 6-38
Permit Fee Schedule**

Total Valuation	Fee
\$1.00 to \$500.00	\$25.00
\$501.00 to \$2,000.00	\$25.00 for the first \$500.00 plus \$3.05 for each additional \$100.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00
\$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
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00

A PLAN REVIEW FEE OF 65% OF BUILDING PERMITS WILL BE ASSESSED TO ALL COMMERCIAL PERMIT APPLICATIONS

Demolition

Residential..... \$100.00
Commercial..... \$200.00

Fences

Residential..... \$ 50.00
Commercial..... \$ 75.00

Moving

Any Building or Structure..... \$200.00

Roofing

Base Fee..... \$ 75.00
Plus \$5.00 per \$1,000 of valuation

Signs

Portable/Temporary..... \$45.00
Permanent..... \$100.00

Accessory Building

Less Than 500 Sq Ft..... \$50.00
Greater Than 500 Sq Ft..... \$100.00

Swimming Pools

Base Fee.....	\$130.00
Electrical.....	\$ 45.00
Plumbing.....	\$ 45.00

Graham Fee Schedule

Electrical

Residential.....	\$45.00
Commercial	\$45.00 Plus \$5.00 per \$1,000 of valuation

Plumbing

Residential.....	\$45.00
Commercial	\$45.00 Plus \$5.00 per \$1,000 of valuation

Mechanical

Residential.....	\$45.00
Commercial	\$45.00 Plus \$5.00 per \$1,000 of valuation

Irrigation

Residential.....	\$45.00
Commercial	\$45.00 Plus \$5.00 per \$1,000 of valuation

Certificate of Occupancy

Commercial.....	\$100.00
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Drive Approach

Residential.....	\$50.00
Commercial	\$100.00