

City of
Humble

RAY PEARSON
CHIEF BUILDING OFFICIAL

114 WEST HIGGINS • HUMBLE, TEXAS • 77338 • (281) 446-6228

MULTIFAMILY PLAN SUBMITTAL CHECK LIST

New/Remodel/Additions - Multi-Family dwelling unit shall mean a structure or part of a structure designed, constructed, or renovated to contain two or more individual dwelling units, including but not limited to apartments, town-homes, condominiums, and duplexes.

Two (2) Complete sets of plans, ARCH D – 24" x 36", edge bound and One (1) disk/flash drive in PDF format including:

Building: Material to be used

Electrical: One-Line Diagram – Load Calculations

Plumbing: Riser-Diagram

HVAC: Diagram

State of Texas Engineer Seal and Signature, including M.E.P.'s, Required if Building is 5,000 square feet or more or if Building is \$20,000 or more in construction cost.

Site Plan showing set back lines:

Front: 25 Feet

Back: 20 Feet

Sides: 20 Feet

Tax Payment Verification - New Construction

Provide Certified Harris County & School District taxes for the property showing ZERO balance for current year

Plat &/or Development Plat - New Construction or if Developing 50% or more to Existing Structures

Soil Report/Engineer Calculated & Stamped For Holes/Piers

Flood Way locality (located on site plan)

For additional information contact Harris County Flood Control (713) 684-4000 or visit harriscountyfemt.org for information regarding floodplains

FEMA - NFIP- Elevation Certificate if within Floodplain - CURRENT EDITION (with plan submission)

Multifamily construction. If within the Floodplain: New construction and substantial improvements of any multifamily structure shall either have the lowest floor (including basement) elevated to two feet or more above the two percent annual chance (500-year) flood level as designated on the flood insurance rate map (FIRM)

If Not within The Floodplain: All concrete slab floor elevations shall not be less than 12 inches above the top of the nearest sanitary sewer manhole, or not less than 12 inches above the crown of the street nearest thereto, whichever is the higher elevation.

Detention Pond Required - 43,560SF(1 acre or more); New construction and renovations consisting of 50% or more.

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Survey of Property (legal description- lot, block, section) for New Construction; Addresses provided by the City of Humble - 281.446.6228.

Maximum Building Height 35'

Design Wind Speed 130 MPH - 140 MPH

Concrete Pads, Driveways, Slabs, etc. - Requires 2 sets of plans with the re-bar size & spacing; Approach - 1st 10' must be #4 re-bar spaced 12" center to center

TCEQ SWPPP required for clearing of land & developments - Construction General Permit TXR150000 must be posted on Job Site; Silt Fencing Required

Fire Lane - 26' width minimum, exclusive of shoulders.(Humble City Ordinance 18-98 1.b.) Dead-end fire apparatus access roads in excess of 150' shall be provided with width & turnaround provisions in accordance with Appendix D - Fire Apparatus Access Roads, IFC.

Fire Hydrants - 300' maximum spacing requirement.

New Construction or Developing 50% or more to existing structures - Triplex & up Must have Fire Sprinkler System Installed

Fire Alarm must be installed & meet requirements for R-2 & R-3; Chapter 9 IFC

Sewer Capacity/Tap Fees

Separate fees payable to the Water Department are required for Sewer Capacity, Water & Sewer Taps. Fees are collected prior to building permits being issued. (Sewer Capacity Fees are calculated at the time of the Building Plan Submission in the Building Department & approved by Public Works; Tap Fees are calculated by Public Works)

Public Works - Civil Submissions, All Questions regarding public utilities, i.e. - Sizing, Sewer Load Capacities, Detention or Locations of Lines, etc. - Please, call - 281.446.2327; Located at 102 Granberry St., Humble, TX 77338.

MULTIFAMILY PLAN SUBMITTAL CHECK LIST CONTINUED Sec. 38-27.

- Multifamily residential uses; general provisions.

- ❖ **Population and density.** Not more than ten multifamily dwelling units, as defined by this section, per acre shall be permitted. Fractions of acres shall be proportioned in accordance herewith to determine maximum units allowable; provided, however, minimum lot sizes shall be subject to subsection (2) - Lot Sizes.
- ❖ **Lot size.**
 - The maximum site size for a multifamily residential dwelling development shall be ten acres.
 - The minimum lot area for a multifamily residential dwelling development shall be 12,000 square feet.
 - The minimum lot width for a multifamily residential dwelling development shall be 100 feet.
 - The minimum lot depth for a multifamily residential dwelling development shall be 120 feet.
- ❖ **Building setbacks.** There shall be a front building line of not less than 25 feet. All other setback lines other than the front setback line shall be 20 feet.
- ❖ **Spacing requirements.** In the event more than one building containing multifamily dwelling units is to be located on a single lot or tract, such buildings shall be not less than 15 feet apart; provided, however, that in the event such buildings are situated so that the fronts of each such building face the other, they shall be not less than 40 feet apart.
- ❖ **Building height.** No structure containing multifamily dwelling units shall exceed 35 feet in height

❖ **Buffer Wall / Screening**

- Affected property means any lot or tract of land containing more than 20,000 square feet of real property within the corporate limits of the City of Humble, Texas, and that abuts residential property.
- Screening. A solid screening wall or fence not less than eight feet in height shall be erected between any lot containing a multifamily dwelling and any adjacent lot restricted to single-family residential use. Such wall or fence shall be erected on the lot containing the multifamily dwelling, by the owner thereof, prior to the issuance of any building permit for construction upon such lot, and such wall or fence shall be maintained by the owner of the lot upon which such wall or fence is erected for as long as same is used for multifamily dwelling purposes.
- Buffering wall means a permanent structure that contains each of the following design features:
 - (1) Is not less than eight feet in height or more than 14 feet in height; (2) Is constructed of concrete, brick, stone, or other similar solid opaque material; (3) Is of such thickness and density as to provide the equivalent visual impediment and sound reduction as a concrete block wall; and (4) Is not a part of any building or structure constituting a Multifamily improvement.
- Commercial improvement means any structure or building not used or intended to be used as for residential purposes.
- Residential property means any real property used for residential purposes, including single-family, duplex, and multifamily dwellings, nursing homes, rest homes, group care homes, and assisted living homes, or any residential subdivision.

❖ **Buffer Wall / Screening - Continued**

- Residential subdivision shall mean any platted subdivision, on file in the plat records of the county clerk of Harris County, Texas, and pursuant to which the lots within the subdivision are restricted to a residential purpose included under the definition of residential property immediately above.
- Requirements. It shall be unlawful for any person to occupy any affected property without having first erected a buffering wall adjacent to the common boundary between the affected property and any adjacent residential use property. No certificate of occupancy for a Multifamily improvement shall be issued until construction of a required buffering wall is complete and in compliance with the requirements of this article.
- Location. The buffering wall shall extend the entire length of the common boundary between a residential property and the affected property, or for such distance as is sufficient to obscure the Multifamily activity from any location on the residential property.
- Maintenance. A buffering wall shall be maintained by the owner of the affected property upon which the buffering wall is located for as long as the affected property is occupied.
- Maintenance. A buffering wall shall be maintained by the owner of the affected property upon which the buffering wall is located for as long as the affected property is occupied.
- Garbage receptacles shall have a solid screening wall or fence, not less than eight feet in height, on at least three sides. The front, or unscreened side, shall be located not less than 100 feet from any property line fronting a public street if the unscreened side is directly visible from such public street.

❖ **Off-street parking.**

- The following shall be minimum requirements for off-street parking for multifamily dwelling developments:
 - One and one-half parking spaces per one bedroom unit.
 - Two parking spaces per two bedroom unit.
 - Two and one-half parking spaces per three or more bedroom units.
 - One guest parking space per each ten required spaces.
 - Each parking space shall be not less than nine feet in width by 18 feet in depth.
 - Such parking spaces shall be paved in accordance with the rules and regulations of the city.
 - Contiguous parking spaces shall not exceed 20 in number and shall be separated from the next contiguous grouping of parking spaces by a landscaping element extending perpendicular from the curb.
 - Parking spaces shall be set back from property lines adjacent to public streets by not less than 25 feet.

❖ **Green space and common recreational area.**

- A minimum of 40 percent of the gross platted area shall be open green space and common recreational area.
- Open green space and common recreational area shall be defined as areas not designated or used as building sites for dwelling units, building sites for utility or storage buildings, parking lots, garages, streets or driveways. The actual surface area open green space, such as lawns and landscaping, and common recreational areas, such as swimming or wading pools and surrounding paved decks, tennis courts, playgrounds and other similarly developed areas, shall be considered in calculating the minimum requirement for open green space and common recreational areas.



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PERMIT FEES EFFECTIVE

OCTOBER 1, 2024

Commercial Excavation/Grading/Fill:	\$50.00 plus \$10 per acre
Commercial Building or Site Development Permit: (Includes 3+ unit Multi-Family)	\$50.00 up to \$1,000.00 \$50.00 plus \$5.00 per \$1,000.00 up to \$50,000.00 \$250.00 plus \$4.00 per \$1,000.00 up to \$100,000.00 \$400.00 plus \$3.00 per \$1,000.00 up to \$500,000.00 \$1,500.00 plus \$2.00 per \$1,000.00 > \$500,000.00
Commercial Electrical Permit: (Includes 3+ unit Multi-Family)	\$50.00 plus \$1.00 per \$100.00
Commercial Plumbing Permit: (Includes 3+ unit Multi-Family)	\$50.00 plus \$1.00 per \$100.00
Commercial Irrigation Permit: (Includes 3+ unit Multi-Family)	\$100.00
Commercial HVAC/Mechanical/ Refrigeration Installation or Repair: (Includes 3+ unit Multi-Family)	\$50.00 plus \$1.00 per \$100.00
Fire Sprinkler System Permit: Up to 10 heads: 10 + heads: Fire Pump/Jockey Pump: Stand Pipe/Riser:	\$50.00 plus \$1.00 per \$100.00 \$10.00 \$10.00 plus \$1.00 per head \$100.00 \$25.00 each
Commercial Kitchen Suppression System Installation Permit:	\$50.00 plus \$1.00 per \$100.00
Underground Fire Line: Over 100 Feet:	\$50.00 plus \$1.00 per \$100.00 \$25.00
Fire Alarm: Up to 10,000 Sq. Ft. 10,000 – 100,000 Sq. Ft. 100,000 Sq. Ft. + Panel	\$50.00 plus \$1.00 per \$100.00 \$100.00 plus \$1.00 per \$100.00 \$150.00 plus \$1.00 per \$100.00 \$50.00 each

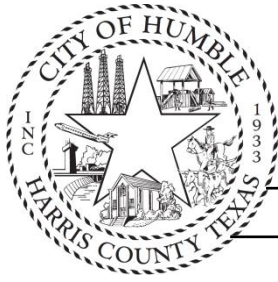
Any other Fire Code Permit:	\$50.00 plus \$1.00 per \$100.00, minimum \$50.00 where valuation information not applicable
Fuel Tanks:	\$50.00 plus \$1.00 per \$100.00
Tank Installation:	\$25.00 per tank
Tank Removal:	\$25.00 per tank
Magnetic Egress Locks:	\$50.00 plus \$1.00 per \$100.00; over four (4) doors: additional fee of \$25.00
All Contractor Licenses:	\$100.00
Subdivision, Final, Development Short Form Plat Applications:	\$25.00 Application plus \$400.00 Submittal and \$100 Review
Residential Excavation/Grading/Fill:	\$50.00 plus \$10 per lot
Residential Building Permit:	\$50.00 plus \$0.32 per square foot of roof covered floor space, <i>Note:</i> Any provision of the International Residential Code, as adopted and amended by the City, requiring valuation information may be satisfied by information on the square footage of roof covered floor space for a particular job
Residential Electrical Permits	
New Construction:	\$150.00
Remodel Existing/Addition:	\$100.00
Exterior Lighting:	\$75.00
Accessory Building:	\$75.00
All Other / Minimum:	\$50.00
Residential Plumbing Permits	
New Construction W/Gas:	\$250.00
New Construction:	\$150.00
Remodel Existing W/Gas/Addition:	\$200.00
Remodel Existing/Addition:	\$100.00
Swimming Pools/Spas:	\$75.00
Irrigation:	\$50.00
All Other/Minimum:	\$50.00
Residential HVAC/Mechanical/ Refrigeration Permits	
New Construction:	\$150.00
Additions:	\$100.00
Replacing Furnace:	\$100.00
Replacing A/C:	\$75.00
All other:	\$50.00
Fence Permits	
Residential:	\$50.00 plus \$1.00 per 25 linear feet of fence
Commercial:	\$100.00 plus \$1.00 per 25 linear feet of fence

Buffering Wall &/or Screening Wall permit:	\$100.00 plus \$1.00 per 25 linear feet of fence/wall
Tree Removal Permits	
Residential:	\$50.00 for existing properties \$50.00 tree disposition plan review for existing properties \$100.00 for new construction \$100.00 tree disposition plan review for new construction
Commercial/Institutional:	\$100.00 for existing properties \$100.00 tree disposition plan review for existing properties \$200.00 for new construction \$200.00 tree disposition plan review for new construction
Home Owner Exemption Permit:	\$50.00 (requires proof of homestead exemption)
Re-Inspection Fee:	\$50.00 first re-inspection \$75.00 second re-inspection \$100.00 all subsequent re-inspections
Plan Review Fee:	½ Permit Cost
Demolition Permit:	\$50.00 up to 100,000 Cubic Feet \$0.50 per additional 1,000 Cubic Feet
Structure Moving Permit:	\$50.00
Burglar Alarm Permit:	Annual Fee: (1) Burglar & Hold Up Alarm a. Residential \$25.00 b. Commercial \$50.00 (2) Fire Alarm a. Residential \$25.00 b. Commercial \$50.00 (3) Combination Burglar, Hold-up & Fire a. Residential \$50.00 b. Commercial \$100.00
Sign Permit:	\$50.00 under \$1,000.00 \$100.00 over \$1,000.00
Plan Review:	½ Permit Cost
Tent Permit:	\$50.00 plus \$1.00 per \$100.00
Inspection fee:	\$10.00
Paint Booth:	\$50.00 plus \$1.00 per \$100.00
Per Booth:	\$25.00
Parade Permit:	\$50.00

Precious Metals Permit:	\$100.00
Game Room Permit:	\$1,000.00 plus \$15.00 per Machine
Game Machine Permit:	\$15.00 per Machine
Towing Permit:	\$150.00 per Vehicle Tag
Towing Operator License:	\$50.00 per Driver
Taxicab Permit:	\$100.00
Taxicab Operator License:	\$50.00 per Driver
Transient Retail Business License:	\$50.00
Junk Dealer License Fee:	\$50.00
Food Establishment Discharge License:	\$100.00
Waste Hauler License:	\$100.00 \$25.00 per vehicle operating within the City for purposes of solid waste collection

***** Any work that is performed prior to the issuance of required permits will result in the assessment of a fee equal to double the amount of all required permits. This shall be in addition to any citation issued by Code Enforcement and fine amount as ordered by the Municipal Court. *****

Certificate of Occupancy must be issued prior to moving into a nonresidential structure or a \$250.00 penalty will apply, payable by the permit holder and City of Humble; utilities will be disconnected, resulting in the assessment of disconnection and reconnection fees



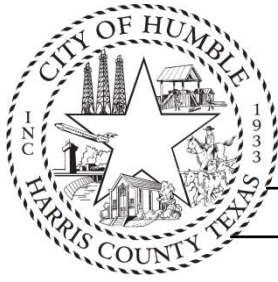
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TECHNICAL CODE REQUIREMENTS

- Building:** 2018 International Building / Residential Code – No License Required
- Electrical:** 2017 National Electrical Code – Master and Contractor's License Required.
- Plumbing:** 2018 International Plumbing Code – State License Required.
- H.V.A.C.:** 2018 International Mechanical Code – State License Required.
- Health Dept.:** Contact Harris County – (713) 439 – 6270
- Fire Sprinkler Protection:** 2018 International Fire Code – State License Required.
- Energy Conservation:** International Energy Conservation Code 2018
- 1) *Builder/Contractor must provide the municipality with a letter on company letterhead identifying the third party inspector as well as company name.*
 - 2) *The Energy Code Inspector must provide the municipality with the following:*
 - a. *A copy of Valid Driver's License*
 - b. *Business Card with company name, contact name, address and telephone number.*
 - c. *2018 Energy Certification*
 - 3) *Prior to certificate of occupancy, the following documents are required:*
 - a. *A certificate of elevation*
 - b. *2018 Energy Code compliance letter*



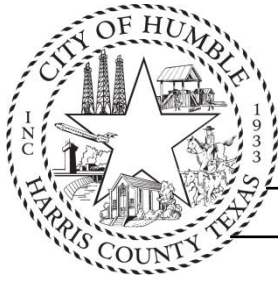
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**REQUIREMENTS FOR STATE MASTER LICENSE HOLDER
&/OR CONTRACTOR TO REGISTER WITH THE CITY OF
HUMBLE
EFFECTIVE 2006; REVISED 2019**

- 1. Complete Contractor's Registration Form - see instructions & requirements on the Registration Form**
- 2. Valid Driver's License**
- 3. Valid Master's License**
- 4. Electrical Contractor's must provide Contractor's License**
- 5. Provide Certificate of Insurance, minimum of \$250,000 coverage with The City of Humble as Certificate Holder**
- 6. General Contractor's/Builders may send a representative for the company to register.**
- 7. License Holders must personally register; there will be no exceptions or alternate ways for a license holder to register; IN PERSON ONLY**
- 8. Original documents are required for registration; ie. - TDLR Cards, Contractor's License, Master Plumber License**



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INSPECTIONS REQUIRED MULTI-FAMILY

BUILDING/POOLS

Slab/Rebar/Pour Backs

Driveway/Rebar

Gunite

Tilt Walls/Rebar

Brick Ties; Piers/Beams Framing:

Ceiling Cover

Final

ELECTRICAL

T-Pole

Ground Slab

Underground

Rough In/Wall Cover

Ceiling Cover

Final

PLUMBING

Underground

Sewer

Rough In

Top Out

Gas Test

Final

H.V.A.C.

Duct Seal; Ceiling Cover

Final