



DEVELOPMENT SERVICES DEPARTMENT BUILDING PERMITS & INSPECTIONS DIVISION

**EXPRESS
Datasheet
Application**

Case # _____

(Not to be filled out by applicant, assigned by BP & I)

1.- PID # _____ (Central Appraisal Tax Identification Number)

2. Address _____ Space _____
Zoning Section of Planning, if Address has not been Designated

3. Legal Description: Subdivision/Survey _____
Lot _____ Block _____

Verify Flood Zone in Subdivision Plan Review, 5th Floor, City Hall, 915-541- 4970

4.- Contractor _____ Phone _____
Architect _____ Engineer _____

5.- Scope of work _____
New _____ Addition _____ Remodel _____

6.- Valuation _____

7.- Zone: _____ If SP or SC then provide Copy of Contract

8.- New Square Footage: (Heated/Unheated Area) _____ S.F.

9.- Side Yard Set-Back Minimum 5' between the Property Line and any
Refrigeration Equipment Adjacent to House.....Yes _____ No _____

10. Electronic submittal.....Yes _____ No _____

SUB-CONTRACTORS LIST FOR THIS PROJECT:

ELECTRIC _____ PHONE _____

MECHANIC _____ PHONE _____

PLUMBING _____ PHONE _____

Express Permits for but not limited to:

- ✓ Mobile Home Placement
- ✓ Portable Building Placement
- ✓ Rockwall (Walls not requiring Engineering Seal or Plans)
- ✓ Siding
- ✓ Swimming Pools
- ✓ Temp Placement
- ✓ Tents
- ✓ Window Replacement

“ ALL HIGHLIGHTED AREAS MUST BE COMPLTELY FILLED ”

Notice: A. This permit becomes null and void if work or construction authorized is not commenced and inspections called for and obtained within 6 months, or if construction or work is suspended or abandoned for a period of 6 months at any time after work is commenced.

B. Separate Permits are required for electrical , mechanical and / or plumbing.

AFFIDAVIT:

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 herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state or local law regulating construction or the performance of construction. I also hereby certify that the information on the site plan is true and correct and that all known easements have been properly shown. I also understand that I am required by city ordinance to notify a Texas "one call" system before starting any excavation or digging work.

SIGNATURE OR OWNER (IF OWNER IS CONTRACTOR)

DATE

SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT

DATE

TDLR (Architectural Barriers) 1-800-803-9202

Central Appraisal 1-915-780-2000

Required: TEXAS ONE CALL SYSTEM 1- 800- 344- 8377 OR 1- 800- DIG-TESS

http://www.elpasotexas.gov/development_services/

Must Be COMPLETELY Filled Out



Sidewalk permits

Application for a sidewalk permit shall be made to the Development Services Department on forms provided by the city.

The Applicant shall provide:

1. Express Permit Application., available at www.elpasotexas.gov
2. Legal description of property, (lot, block, subdivision, tract or survey), available at www.elpasocad.org
3. Complete address of property.
4. The Applicant shall be the legal owner of the residence and it shall be their Homestead and primary dwelling or they will be a registered Contractor working for the legal owner.

No person shall construct a sidewalk within the city limits without first obtaining a sidewalk construction permit issued by the department of development services for residential occupancies or the city engineer for commercial occupancies.

Permits issued shall be valid for six months from the date of issuance.

No permit is required if the sidewalk is covered by a valid building permit or is part of a street improvement plan.

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

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Susannah M. Byrd

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Emma Acosta

District 4
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District 5
Rachel Quintana

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Beto O'Rourke

City Manager
Joyce A. Wilson

Development Services Department

Victor Q. Torres - Director