



Town of Pecos City
110 E 6th St / P.O. Box 929
Pecos, Texas 79772

Ph: 432-445-2421 / Fx: 432-445-6670
www.pecostx.gov

BUILDER DEVELOPER PACKET

Group Plan/Pre-Construction meeting can be scheduled with the
Permit Department.

Please make contact with Martina Mendoza Permit Clerk at
mmendoza@pecostx.gov to save time.

Permit Clerk
Martina Mendoza
mmendoza@pecostx.gov
(432) 445-2421 ext. 2203

Director of Permits
Syndi Fuentez
sfuentez@pecostx.gov
(432) 445-2421 ext. 2201

Fire Marshal/Building Inspector
Jack Brookshire
jbrookshire@pecostx.gov
(432) 445-2421 ext. 2225

Project Manager
Holly Jarocki
hjarocki@pecostx.gov
(432) 445-2421 ext. 2221

Public Works Director
Gary Rumbaugh
grumbaugh@pecostx.gov
(432) 445-2421 ext. 2213

Public Works Assistant
Jesus Silva
jsilva@pecostx.gov
(432) 445-2421 ext. 2212



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Current Building Codes

The following is a list of the Building Codes adopted by the Town of Pecos City.

2015 IBC International Building Code
(Building Pad one foot above adjoining street of center line) or top of curb.
Commercial/New Home Building requires two sets of Stamped Engineered plans and must have plumbing, electrical and mechanical schematics.

2015 IFC - International Fire Code

2015 IMC - International Mechanical Code

2015 IPC - International Plumbing Code with *amendments*

**(4" Schedule 40 required for serviceline –No SDR 35)
(Shut offs at customer side of meter and inside residence)**

BE IT ORDAINED by the City Council of the Town of Pecos City that Ordinance No. 99-6-9 is hereby repealed and this ordinance be adopted to enact new water and sewer tap fees to reflect increases in cost since the former rates dating from 1999 as follows:

All sewer services may be done by private licensed plumber to city specifications, including compacted backfill and pavement patch.

All services shall be schedule 40 PVC, no SDR 35 is allowed, nor is any PVC cellular core pipe allowed, ever.

(Backflow preventer's required)

(Will follow TSBPE 2012 IPC)

2015 IFGC - International Fuel Gas Code

2017 NEC - National Electrical Code



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** Asbestos Certification Survey is required on all Public Building(s). No Asbestos Survey is required for Residential Properties containing 4 or less units.** See attached Asbestos Certification

ASBESTOS CERTIFICATION
Commercial/Remodeling Projects

As required by state law, prior to the release of a Building Permit, the Town of Pecos City must receive acceptable evidence that any asbestos has been mitigated or that there is a certified lack of asbestos within the affected renovated and/or demolished parts of the building.

Please provide the following certification prior to issuance of a permit:

Project Name: _____

Project Address: _____

YES, a copy of an Asbestos Survey has been provided. The asbestos survey was prepared by _____ a licensed asbestos surveyor and conducted in accordance with the Texas Asbestos Health Protection Rules (TAHPR) and the National Emissions Standards for Hazardous Air Pollutants (NESHAP) for the areas defined above being renovated and/or demolished.

YES, a copy of an Asbestos Clearance Letter has been provided stating that the asbestos was removed. The Asbestos Clearance Letter is the documentation provided by the Asbestos Remediation Company stating that the asbestos that was discovered by the Asbestos Survey had been removed.

Signature: _____ **Date:** _____

Name: _____ **Email:** _____

Company Name: _____ **Phone #:** _____

Company Address: _____

Please return the signed original with the required Certification to: Permit
Department 110 E. 6th St. P.O. Box 929, Pecos, TX 79772
If you have any questions please call 432-445-2421.



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COMMERCIAL/RESIDENTIAL REMODEL
STAGES OF INSPECTIONS

- Underground Plumbing (Rough-in)
- Footing, Grade Beam Footing, Spot Footings, Spread Footings and Piers if required.
- Underground Electric / Electrical Grounding Inspection (Wire or Rebar) located in Grade Beam Footing.
- Slab (Partials, Sections, etc. as needed)
- Electric (Rough-in)
- Mechanical (Duct Rough-in)
- Plumbing Top-out
- Framing (All required Mechanical; Electrical; Plumbing inspections must pass prior to requesting a framing inspection unless previously discussed)
- Insulation (Assuming all required inspections have been completed)
- Fire Systems Inspections (Firewalls, Fire-caulking penetration areas (floors, walls, ceilings, etc.)
- Above Ceiling Cover-up (Electrical; Mechanical Duct; Plumbing and Building)
- Final Mechanical; Electrical; Plumbing
- Final Building
- Certificate of Occupancy

***OTHER INSPECTIONS MAY BE REQUIRED, THOUGH THEY DO NOT APPEAR ON THIS INSPECTION LIST.**

***ALL CONTRACTORS (GENERAL AND SUB-CONTRACTORS, ETC.) NEED TO CONTACT THEIR INSPECTOR AND CLARIFY ANY AND/OR ALL BUILDING ISSUES AND QUESTIONS PRIOR TO PERMITTING.**

****REVISIONS TO APPROVED PLANS MUST BE RESUBMITTED FOR APPROVAL PRIOR TO CONTINUING CONSTRUCTION.**

***ALL INSPECTIONS WILL BE EMAILED AT EACH INSPECTED INTERVAL TO GENERAL CONTRACTOR AT THERE REQUEST.**

****SEE ATTACHED FOR ROLL-OFF INCENTIVE, ROLL OFF RATES, AND WATER/SEWER RATES.**

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****COMMUNICATION IS KEY****



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2017 Water Tap Fees

Water Tap Size	Rate
5/8"-3/4"	\$ 750.00
1"	\$1000.00
1 1/2"	\$1250.00
2"	\$1500.00
3"+	Actual Cost + 5%

2017 Sewer Tap Size

Sewer Tap Size

4" located in unpaved alley	\$400.00
4" located in street or pavement	\$800.00
6" and larger commercial	\$1000.00

ROLL-OFF RATES



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COMMERCIAL/RESIDENTIAL

WEEKDAYS

	Rate
Delivery	\$ 50.00
Pick-up (each time)	\$100.00 (plus tipping fee)
*Required minimum of 1 pick-up charge every 15 days, full or empty.	
Daily Rental Fee	\$ 5.00

*Prohibited materials for placement in roll offs include:

-Hazardous waste, chemical products, oil filters, herbicides, pesticides, asbestos, medical waste, radioactive material, paint, flammable liquids, aerosol cans, propane tanks, motor oil, transmission oil, hydraulic oil, antifreeze, large appliances (washers, dryers, refrigerators), petroleum contaminated soil, lead paint chips, tires (each tire must be cut in 4 pieces), batteries, computers, livestock, (railroad ties, pipe and wire - unless cut into 4 foot lengths) and (plastic liners-unless cut into 4 foot squares) dirt, concrete, asphalt rocks or other heavy material greater than one cube yard.

Large animals or large appliances must be taken directly to the landfill.

Items such as batteries, computers, or petroleum products must be recycled and cannot be accepted at the landfill. City Hall will conduct a collection of such household hazardous waste at least twice each year.

***No pick-up on weekends.

***\$500 Deposit Required for Commercial Customers on Each Roll-Off Issued

LANDFILL TIPPING FEES

Minimum Fee per load	\$ 5.00
Residential from inside the city limits – 2 tons or less	\$35.00/ton
All other loads from inside city limits	\$60.00/ton
All loads from outside city limits	\$75.00/ton

*Loads not obviously from inside the city will be charged the outside rate unless a certified manifest is provided, including address of property generating the subject waste.



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Resolution 14-11-01R

Roll-Off Incentive

Whereas, The Town of Pecos City Council desires to continue and accelerate the clean-up of Pecos, and

Whereas, The Council wishes to increase the removal rate of dilapidated structures, and

Whereas, The Council recognizes the expense to property owners in removal of abandoned or dilapidated structures, and

Whereas, the Council recognizes and declares the immense public benefit in safety and community appearance when these structures are removed

The following policy is hereby offered:

The structure proposed for removal must be confirmed by the Fire Marshal as dilapidated and beyond repair to be eligible for this assistance program. Further, existing rules already in place shall apply regarding items disallowed and not overfilling of container.

Residential property located within the city limits of the City of Pecos shall be eligible for the delivery and removal of one 30-yard waste container for one week to assist in the demolition and disposal of residential structure(s). Tipping fees are included in this incentive. The property owner is responsible for demolition and filling the container, and the work must be done within one week to ensure maximum availability of the containers for other eligible residents.

For Residential a \$300 refundable deposit is required to ensure the structure is completely demolished and removed as promised and container is filled within the required week. Benefitting property/structure owners agree that failure to complete the same shall result in loss of deposit and container.

Commercial structures are also eligible and may receive reimbursement for up to two container-pickups and tipping fees for the two, provided the structure is completely removed and area restored within the prescribed week as above.

Now therefore be it resolved this 13th day of November, 2014 to offer this temporary incentive policy to assist in the timely removal of abandoned or dilapidated structures within the city limits of the Town of Pecos City.



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Frequently Asked Questions

When do I need a building permit?

Building permits are required to erect, alter or enlarge any structure on your residence or commercial property. Permits are required for work ranging from new construction, remodeling, repair and addition, to new roofs, swimming pools, retaining walls, lawn sprinklers and signs. Whether building a new facility or adding on, a request for a permit must be accompanied with a site plan that shows the proposed work and its location in relation to property lines and existing buildings. Plan diagrams and specifications assist in determining if the project conforms to building and zoning regulations.

Does my work require a permit?

A permit is required to install a Water Heater.

Electrical: Minor repairs, including the replacement of switches, receptacles and lamps do not require a permit.

Plumbing: Minor Clearing of stoppages, stopping leaks in drains, water and sewer lines, valves, fixtures or vent pipes or the removal/installation of toilets do not require a permit.

Gas: A permit is not required for portable heating/cooling appliances or the replacement of any minor part that does not alter or make the equipment unsafe.

Mechanical: A permit is not required for portable heating/cooling appliances or the replacement of any minor part that does not alter or make the equipment unsafe.

Do I need a permit to build a new fence or replace my existing fence?

Yes if you are replacing a fence with materials other than what is currently in place. Yes if you are building a new fence where none was prior.

No if you are replacing a fence with the same materials in the same location and the setbacks are being met within your particular zone.

Why do I need a fence permit?

The purpose of a fence permit is to verify property setbacks and height requirements within the perimeter of your property within the city limits of Pecos, TX.



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How do I obtain a building Permit?

An application, which is available from the permit department, must be submitted along with construction plans, survey or plot plans and other pertinent documents, depending on the scope of your project. Plans must be drawn to scale, dimension and of sufficient clarity to be read easily. All evaluations, utility easements, building lines and drainage easements must be shown.

How long does it take to issue a permit?

The amount of time varies based on the complexity or the work. Generally, you can expect residential building permits to take up to 10-15 business days: Commercial building permits may take up to thirty business days. These times do not include the time required by the applicant to make corrections requested by the building official.

How long is a permit valid?

Permits expire 180 days from the date of issuance.*

When do I call for an Inspection?

The city must be notified at least twenty-four hours prior to inspections. All work must be inspected by the city inspector before any work is covered, address must be visible.

What building codes is the Town of Pecos City Under?

The Town of Pecos City has adopted the 2015 edition of the International Building Code and the 2017 National Electrical Code.

*Exceptions are taken into consideration on an individual/company basis.



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EXHIBIT A

Permit Fee Schedule

*Adopted on February 23, 2012 to be effective on
 March 1, 2012*

Excluding Alcohol and Vendor/Peddler Permits

All building permits shall be charged based on the cost of the project applied to Table 1A.

All trade permits or other permits related to a building permit shall be charged 12% of the building permit fee.

All trade permits or other permits NOT related to a building permit shall be charged based on the cost of the project applied to Table 1A.

All permits requiring a plan review shall be charged a plan review fee of 50% of the building permit fee.

All re-inspection fees shall be charged at \$100 for the first re-inspection, \$200 for each subsequent failed inspection.

Mobile Home local moving permit fee \$50.00, moving without a local permit \$200.00 each.

TABLE 1A

<u>From</u>	<u>To</u>	<u>Formula</u>
\$0.00	\$1,000.00	\$50.00
\$1,000.01	\$50,000.00	\$50.00 + (\$5.00 per \$1,000.00 dollars of cost or part thereof)
\$50,000.01	\$100,000.00	\$295.00 + (\$4.00 per \$1,000.00 dollars of cost or part thereof)
\$100,000.01	\$500,000.00	\$495.00+ (\$3.00 per \$1,000.00 dollars of cost or part thereof)
\$500,000.01	and up	\$1695.00 + (\$2.00 per \$1,000.00 dollars of cost or part thereof)



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