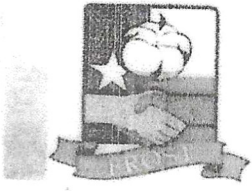


# CITY OF FROST, TEXAS

WHERE COTTON IS KING AND FRIENDLINESS IS QUEEN

## PERMITTING PROCEDURE

1. Citizen comes into City Hall and picks up a permit package.
2. Citizen contacts Gary Garner Inspections (254.715.8833) and sets up a project Plan Review Meeting (if applicable).
  - Review citizens project drawings etc.
  - How many inspections will be needed
  - What type of inspections will be needed
  - Rough schedule of when inspections shall occur
3. Copies of the planning meeting (schedule) is given to the citizen and The City while one is kept by Gary Garner Inspections.
4. Citizen come back into City Hall and pays for the permit and all inspections required.
5. Citizen is given permit and may begin the project.
6. After project/inspections are completed, Gary Garner Inspections issues a certificate of occupancy to the citizen and informs The City of the issuance.
7. Project is closed out.



# CITY OF FROST, TEXAS

WHERE COTTON IS KING AN FRIENDLINESS IS QUEEN

**Subject: Permit / Plan Review Fees**

**Updated: March 11, 2022**

**The Fees are as follows:**

<b>Building Permit</b>	<b>\$ 100.00</b>
<b>Inspections</b>	<b>\$85.00</b>
<b>Re – Inspections</b>	<b>\$85.00</b>
<b>Residential Plan Review</b>	<b>\$125.00</b>
<b>Commercial Plan Review</b>	<b>\$100 (Per Hour)</b>

**ALL** permits, inspections, and reviews must be paid prior to permit being issued.

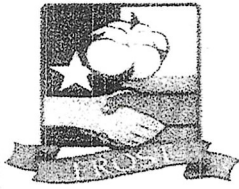
*Scott Dowdle / Salines*

*Mayor of Frost, TX.*

**A COOL LITTLE CITY**

**PH#: 903-682-3861**

**FX#: 903-682-3868**



# CITY OF FROST, TEXAS

WHERE COTTON IS KING AND FRIENDLINESS IS QUEEN

## CITIZEN NEEDS FOR PLAN REVIEW MEETING (As a Minimum)

1. A filled out Application For Building Permit.
2. Two copies of architectural project drawings (if needed)
  - Floor Plan
  - Foundation Plan
  - Typical Wall and Foundation Section/Detail
  - Plumbing Plan
  - Electrical Plan
  - Site Plan
3. Type of project.
  - Commercial
  - Residential
    - a. Single family dwelling
    - b. Multi family dwelling
4. New construction or renovation
5. Demolition
6. Construct, repair, or renovate
  - Shed
  - Sign
  - Fence
7. Pool



City of Frost  
 P.O. Box X  
 Frost, Tx. 76641

**APPLICATION FOR BUILDING PERMIT**

P: 903.682.3861  
 F: 903.682.3868

ADDN \_\_\_\_\_ LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_

DATE: \_\_\_\_\_ STREET ADDRESS: \_\_\_\_\_

NAME OF APPLICANT: \_\_\_\_\_ OWNER: YES  NO   
 MAIL ADD. OF APPLICANT: \_\_\_\_\_ PHONE#: \_\_\_\_\_  
 NAME & ADDRESS OF OWNER: \_\_\_\_\_  
 (IF DIFFERENT FROM APPLICANT): \_\_\_\_\_

**REQUIRED FOR ALL PERMITS & REPAIRS**

1. GENERAL CONTRACTOR: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_  
 PHONE#: \_\_\_\_\_ LICENSE #: \_\_\_\_\_

2. PLUMBING CONTRACTOR: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_  
 PHONE#: \_\_\_\_\_ LICENSE #: \_\_\_\_\_

3. ELECTRICAL CONTRACTOR: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_  
 PHONE#: \_\_\_\_\_ LICENSE #: \_\_\_\_\_

4. HVAC CONTRACTOR: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_  
 PHONE#: \_\_\_\_\_ LICENSE #: \_\_\_\_\_

BUILDING PERMIT USE	NEW <input type="checkbox"/>	ADDITION <input type="checkbox"/>	SWIMMING POOL <input type="checkbox"/>	FUEL TANKS <input type="checkbox"/>
	SIGN <input type="checkbox"/>	APPROACH <input type="checkbox"/>	STORAGE BLDG <input type="checkbox"/>	OTHER: _____
	REPAIR <input type="checkbox"/>	FENCE <input type="checkbox"/>	ALTERATION <input type="checkbox"/>	OTHER: _____
	MOVE <input type="checkbox"/>	REMOVE <input type="checkbox"/>	PARKING LOT <input type="checkbox"/>	OTHER: _____

ZONING DISTRICT: \_\_\_\_\_ FIRE ZONE:  YES  NO

PROPOSED BUILDING USE: \_\_\_\_\_

BUILDING TYPE \_\_\_\_\_

OCCUPANCY GROUP \_\_\_\_\_ A1 A2 B E F H I J L O R S1 S2

FIRE SPRINKLER:  YES  NO NUMBER OF DWELLING UNITS: \_\_\_\_\_

CLOSEST FIRE HYDRANT LOCATION / DISTANCE: \_\_\_\_\_

NO. OFF-STREET PARKING SPACES COVERED \_\_\_\_\_ UNCOVERED: \_\_\_\_\_

SQUARE FEET: NEW \_\_\_\_\_ ADDITION: \_\_\_\_\_ EVALUATION OF WORK \$ \_\_\_\_\_

WATER RECEIPT REQUIRED:  YES  NO RECEIPT NO. \_\_\_\_\_

APPLICANT'S SIGNATURE: \_\_\_\_\_

\* REQUIRED  
 \*\* NOTE: EVALUATION OF WORK (COST OF CONSTRUCTION) INCLUDES: DESIGN/ENGINEERING FEES, CONTRACTOR'S OVERHEAD AND PROFIT, STRUCTURAL, ELECTRICAL, PLUMBING AND MECHANICAL WORK. "DO NOT" INCLUDE COST OF LOTS!

CITY OF FROST, TEXAS

PO BOX X

FROST, TEXAS 76641

PHONE (903) 682-3861

FAX (903) 682-3868

PERMIT ACCEPTANCE / REJECTION FORM

Date: \_\_\_\_\_

Person Applying: \_\_\_\_\_

Project description: \_\_\_\_\_

Accept       Reject      \_\_\_\_\_

Gary Garner

Check Appropriate Box's

- Permit Fee      \$100.00
- Residential Plan Review      \$125.00
- Commercial Plan Review      \$100.00 (per hr) How Many Hours \_\_\_\_\_
- Inspections      \$85.00      How Many Inspections \_\_\_\_\_

All Inspection Descriptions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Rejection  
reason(s) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_