

Home Owners Coalition Meeting

October 29, 2009

Presented by : Danny Hartz,
Chief Building Official

Objectives

- To provide information on the following items:
 - Brief Overview of Building Inspections Department
 - When is a permit required?
 - Energy Conservation
 - Tips for Selecting a Contractor
 - The top five myths and untruths
 - Summary
 - Questions
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Overview of Building Inspections

- ❑ The Building Inspection Department has fifteen employees
 - ❑ We are located at 1001 Cross Timbers Road, Suite 2330
 - ❑ We perform three main functions for the Town
 - Review all proposed construction for life, health, safety, and zoning compliance
 - Once a permit is reviewed and issued we perform inspections to ensure code compliance
 - Track all backflow reports for water quality as required by TCEQ.
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When is a Permit Required?

If you are using a contractor to perform work or doing the work yourself and a permit is required, the permit should be posted on the job site before work begins.

Obtaining the proper permits will insure the proper inspections are performed. This documentation can be a very valuable resource if you sell your home.

When submitting for a permit, we generally require three site plans and two sets of plans showing what work will be done. A permit usually requires three to five working days to process. Please call the Building Inspections Division if you have questions or concerns.

Together we can create a safe, well-built project that will add beauty and last a lifetime.

Please check your deed restrictions and Homeowner's Association guidelines before building, as the Town does not regulate them.

There are a variety of handouts available on our website, including:

- ❖ Accessory Building Requirements
- ❖ Foundation Requirements
- ❖ Fence Permit Requirements
- ❖ Irrigation Information
- ❖ Permit Fees
- ❖ Permit Application



For more information, contact Building Inspections before beginning work.

The Town of Flower Mound

Building and Inspection Services
1001 Cross Timbers Rd., Ste. 2330
Flower Mound TX 75028
Phone: 972-874-6355
Fax: 972-874-6474
www.flower-mound.com
danny.hartz@flower-mound.com

Revised on 11.27.2006

The Town of Flower Mound

WHEN IS A PERMIT REQUIRED?



Building and Inspection Services

Permit Required Cont. (What about re-roofs?)

This is a list of projects that require permits and are frequently overlooked by homeowners and contractors performing home renovations, expansions, and remodels. It would be difficult to supply a complete list of items that require permits, so please call first if you have a project that is not listed below and are unsure whether it needs a permit. Ultimately, it is the property owner's responsibility to insure that the proper permit is secured before work begins.

A permit is required for:

General

- ❖ Replacing the posts, changing the height, or moving a fence from its current location.
- ❖ A retaining wall that is over 4 feet in height, including the footings.
- ❖ All accessory structures more than 120 square feet.

❖ Detached accessory buildings 120 square feet or less must follow setback requirements but do not require a permit.

- ❖ The replacement of siding.
- ❖ A foundation repair before the repair begins.
- ❖ Concrete patios do not require a permit if not attached to the foundation of the house. If you plan to cover or enclose the area, a permit for the concrete is recommended, so the Town will have a record of the structural strength of the patio.
- ❖ Batting cages and tennis courts.
- ❖ Patio covers, shade arbors, and decks.
- ❖ Repairing a broken sidewalk; replacing or adding a new driveway or drive approach.

Mechanical

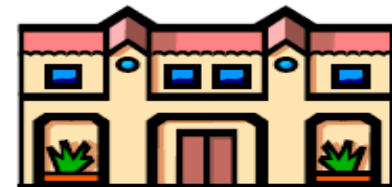
- ❖ The replacement of an air conditioner or furnace.

Electrical

- ❖ Updating a service or adding a circuit.

Plumbing

- ❖ Adding, replacing, or repairing a gas line.
- ❖ Installing gas logs inside your fireplace.
- ❖ Replacing a gas or electric water heater.
- ❖ Adding a water softener to your home.
- ❖ Installing a sprinkler system.
- ❖ Outdoor fireplace, fire pit, or grill area.



Energy Conservation

- During the 77th regular session of the Texas Legislature, SB 5 was passed requiring all municipalities in Texas to adopt the 2000 International Energy Conservation Code as the energy code for Texas.
 - This code is designed to reduce the air pollutant emissions that are affecting the health of residents of this state, assist in moderating future peak electric power demand, as well as reduce energy consumption by residents and businesses in this state.
 - Before SB 5 was passed there were no insulation requirements for buildings
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Energy Conservation

- Future codes will address items such as:
 - The next generation of water saving plumbing fixtures
 - Rainwater Harvesting for irrigation and other non-potable uses
 - Advanced ideas concerning conditioned attics and radiant barriers
 - Solar shingles and small wind turbines
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Tips for Selecting a Contractor

The Building Inspections Division frequently receives concerns from disgruntled citizens because of displeasure with the performance of contractors. Based on these concerns, Town staff offer the following suggestions:

- ❑ ALWAYS get at least three bids on any project. The only exception to this should be for extremely minor, low-cost projects or emergency repairs made by trusted contractors
 - ❑ NEVER pay for a project in advance. If a contractor asks for total payment up front, you should immediately look for another contractor. Small retainer fees or payments for materials already on the job site may be appropriate
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Selecting a Contractor Cont.

- ❑ NEVER use a contractor who suggests that you not obtain required permits or inspections. More than likely, this contractor intends to do work contrary to established safety or structural standards. Additions or alterations to your home that are contrary to Town ordinances can drastically affect any title transfers should you decide to sell your home. Be especially wary of a contractor who suggests that you obtain permits for work that he or she is contracted to perform. If you obtain the permit for a contractor and problems arise because of the work, the official permit record will show that you were responsible for performing the work.
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Selecting a Contractor Cont.

- ALWAYS use only licensed contractors. Insist on seeing evidence of a current license. The following trades require a license:
 - Electricians
 - Plumbers
 - Heating & Air Conditioning (Mechanical) Contractors
 - Irrigation Contractors
 - Backflow Testers
 - Within the Town of Flower Mound, all contractors doing any work requiring a permit must be registered with the Town
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Selecting a Contractor Cont.

- ❑ During the course of your project, monitor your contractor's inspection records. Do not pay for the completed job until the Town's Building Inspections Division has given final approval for your project. This will protect you from being responsible for code violations that your contractor might commit on your property. This doesn't mean be the superintendant for the contractor. It can get very emotional for a homeowner when they are trying to relay inspection results to the contractor.
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Selecting a Contractor Cont.

- ❑ ALWAYS ask for a list of previous jobs similar to your proposed project
 - ❑ Ask for references, AND check them.
 - ❑ It is a good idea to ask for the address of the contractor's place of business. If possible, drive by his place of business. This will give you a good idea of his business practices
 - ❑ It is a good idea to contact the Better Business Bureau or other business organizations that relates to the contractor's trade and check on any complaint records against the contractor
 - ❑ Before your project begins, insist on seeing evidence that the contractor has obtained a permit. It should be posted on site and will give a homeowner a great deal of information
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Selecting a Contractor Cont.

		Permit Fence	
		1001 Cross Timbers Road, Suite 2330 Flower Mound, TX 75028 Office Number (972)874-6355 Fax Number (972)874-6474 Inspection Requests (972)874-6123	
Job Address: 1313 Mockingbird Ln Subdivision: White Falls Project Name: Smith, Jon Description: 6' Wood Fence	Permit ID: F-09-3566 Lot: 1 Block: A Unit:	Issue Date: 08/27/2009 Work Class: New Valuation: \$3,000 Bldg Insp Fees: \$40.00 Total EHS Fees: Total Engineering Fees: Bartonville Water: Water Impact: Sewer Impact: Road Impact: Total Impact Fees: Total Fees: \$40.00	
Tenant or Homeowner: Jon Smith 972-539-0000 Contractor: Homeowner Plumbing: . Mechanical: . Electrical: .			

NOTE	
<p>This permit becomes null and void if work or construction authorized is not commenced within 45 days for residential permits, or within 180 days for commercial permits, or if construction or work is suspended or abandoned for a period as specified by Town ordinance.</p> <p>All provisions of laws and ordinances governing this type of work must 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.</p> <p>Construction working hours are regulated by Town ordinance. Work may only be done from 7:00 am to 7:00 pm Monday through Friday and 9:00 am to 5:00 pm Saturday and Sunday. Work performed outside of these hours is a violation of Town ordinance.</p> <p>Please check your deed restrictions and Home Owner's Association requirements before building, as the Town does not regulate these.</p>	Permit expires 60 days from permit issue date. Height 6' Material Wood Is this a key lot? No Is this a perimeter fence? No Pool Barrier? Yes POOL BARRIER FENCES MUST MEET CODE - SEE POOL PACKET FOR CODE REQUIREMENTS **APPROVED FINAL INSPECTION MUST BE OBTAINED WITHIN 60 DAYS FROM ISSUE DATE** Homeowner access code for IVR is 01919

Selecting a Contractor Cont.

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**Inspections Required for Permit
F-09-3566**

IVR Line (972) 874-6123

<u>INSPECTION</u>	<u>IVR INSPECTION CODE</u>
All Finals	24

To schedule your inspection on our automated system, you will need:

1. Your 5-digit contractor access code
2. Your 6-digit permit number
3. The 2-digit inspection code for the inspection you wish to schedule

All inspections will be scheduled for the next business day (if you call before 7:30 a.m., your inspection will be scheduled for that day. Please note that inspections will not be schedule on In-Service Days (2nd Tuesday of each month) as the building inspectors will be unavailable.

This sheet lists the inspections required for your permit. These inspections may not be listed in the order they will be required to be performed (refer to the appropriate builder's information packet for your permit type). Some inspections may be handled by other departments that do not use the IVR system for inspection scheduling. Those inspections performed by department/divisions that do not use the IVR for their inspection scheduling will show their 10-digit phone number under the inspection code column above. Please call them directly to schedule those inspections. If you have a question regarding an inspection, please refer to your builder's packet or call the appropriate division/department directly. Please refer to your builder's packet if you have questions regarding inspections performed by Building Inspections.

Results for any inspection scheduled on the IVR system can be obtained by calling the IVR system after 5:00 p.m. that day (option #2). If you need additional information regarding an inspection that has already been performed, refer to your inspection ticket that was left at the job site. This will have the direct phone number of the inspector that performed the inspection. Please call them during their office hours (8-9 a.m. or 4-5 p.m.)

Inspection cancellations can be made using the IVR system (option #3), if they are called in before 7:30 a.m. the morning of the inspection. Otherwise, inspections can only be cancelled in person at our office before 9:00 a.m. the morning of the inspection.

Top Five Myths and Untruths

1. Q. Does the person with the slick side of the fence facing them own the fence?
A. Not necessarily, whoever can prove that they paid for the fence owns the fence.
 2. Q. My contractor is running behind schedule and says that it is due to the fact that the towns inspectors are to busy to come by and inspect his work. Is this true?
A. No, all inspections that are called before 7:30am are completed that day. The only exceptions are the second Tuesday of every month and holidays.
 3. Q. My contractor says that he has a permit but he is going to keep it with him. Is that ok?
A. No, the permit package should be posted at the job site until a final inspections has been approved.
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Top Five Myths and Untruths

4. Q. My contractor is telling me that his application for permit has been in for several weeks. Could this be true?
- A. Maybe, but the important question is why has it been so long? We normally have permits reviewed within our printed time frames if not before. Once we give comments back to the contractor it is up to them to turn in the required information. The permit will remain in our system until all review items have been addressed. If you need an update on your permit simply call our office and ask for a plans examiner. We can give you a complete history of the application.
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Top Five Myths and Untruths

5. Q. I submitted my project to the HOA and they approved it. Why does the Town have different requirements than the HOA?

A. Most HOA's have an architectural committee that reviews applications using deed restrictions. The Town reviews applications for life, health, and safety concerns, along with zoning restrictions. The Town may approve something that the deed restrictions will not allow or it could be the other way around. The Town by law cannot enforce deed restrictions but we try to let homeowners know that they must get both approvals before starting construction. Both sets of regulations are designed to help ensure a quality constructed project that will stand the test of time. These submittals can be done in any order.

Summary

Taking the time to get a permit, or making sure that your contractor gets a permit, is very important. Several times a year we receive a call from someone who is trying to sell their home in which a major remodel has been done but no permit was issued. This can be a very emotional time for the seller as well as expensive. We always try to keep in mind that we work for the citizens of Flower Mound and will do everything possible to make the process as quick and as positive as possible. In closing, here are some things to remember.

Summary

- ❑ Check out each contractor carefully before choosing
 - ❑ Make sure that a permit is POSTED before work begins
 - ❑ Don't be the superintendent for your contractor
 - ❑ Be careful when making payments to a contractor and don't pay all monies at the start or finish of a project until you see an approved final inspection tag
 - ❑ If you hear something during the project that doesn't sound right give us a call
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Summary



The Town of Flower Mound
Building Inspections Division
Inspection Line 972-539-8379
Fax Line 972-874-6474

Mailing Address:
2121 Cross Timbers Road
Flower Mound, TX 75028

Physical Address:
1001 Cross Timbers Road, Suite 2330
Flower Mound, TX 75028

This inspection has been performed by Robert Younger.
Any questions regarding this inspection should be made
to Robert Younger, Commercial Building Inspector @ 972-874-6361
between the hours of 8-9 a.m. and 4-5 p.m.

POOL-09-3834
1234 Main St

Inspection: Belly Steel-Pool Placement (1)

Result: Disapproved

Inspected By: Robert Younger

On: September 18, 2009 2:34 pm

Clean out cave-ins -

Clean mud and dirt - out of street

Temp. safety fence down - please keep safety fence up when workers are not present

Pool less than 3' to foundation - provide engineer's letter

Thank you for listening, I hope
this information is helpful.

Questions
