



# City of Kingsville Pre-Construction Application & Statement of Acknowledgement

Email to: [hsolis@cityofkingsville.com](mailto:hsolis@cityofkingsville.com); Ph: (361) 595-8055

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**GENERAL INFORMATION**

Property Owner Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

General Contractor Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Plumbing Subcontractor Name(s): \_\_\_\_\_

\_\_\_\_\_

Electrical Subcontractor Name(s): \_\_\_\_\_

\_\_\_\_\_

Mechanical Subcontractor Name(s): \_\_\_\_\_

\_\_\_\_\_

Gas Subcontractor Name(s): \_\_\_\_\_

\_\_\_\_\_

Fire Sprinkler/Alarm Subcontractor Name(s): \_\_\_\_\_

Are **all** contractors licensed in the City of Kingsville? Yes \_\_\_ No \_\_\_ (If no, **each** need to fill out **Tab E**)

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Project Name \_\_\_\_\_

Project Address \_\_\_\_\_

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**Schedule *MANDATORY* in-person meeting on Date:** \_\_\_\_\_

Work start date: \_\_\_\_\_ Estimated date of work completion: \_\_\_\_\_

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Please consult our City of Kingsville Ordinances before starting your project: Please find the ordinances at: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances](https://library.municode.com/tx/kingsville/codes/code_of_ordinances). We also use the following codes:

- (2024 Building Code)
- (2024 Existing Building Code)
- (2024 Property Maintenance Code)
- (2024 International Fire Code/NFPA 101)
- (2023 National Electrical Code)

**Expect the following inspections/reports required during this project (this list is NOT all inclusive; additional inspections/reports may be required)**

**Building**

1. Footing (piers)
2. Foundation (pre pour)
3. Framing (including exterior sheathing before it is covered by a weather barrier)
4. 2<sup>nd</sup> Framing Inspection (post trade work)
5. Masonry
6. Insulation
7. Fire Rated Assembly (including, but not limited, to drywall at required separations)
8. Building Final
9. Sidewalk/Driveway (city sidewalk and approach in public right-of-way)
10. Certificate of Occupancy

**POC**

- Building Dept / 361-595-8019
- Building Dept / 361-595-8019
- Building Dept / 361-595-8019
- Building Dept / 361-595-8019
- Building Dept / 361-595-8019
- Building Dept / 361-595-8019
- Fire Marshal / 361-221-6757
- Building Dept / 361-595-8019
- Engineering Dept / 361-595-8007
- Building Dept / 361-595-8019

**Mechanical**

1. Mechanical Rough-in (after framing)
2. Mechanical Final
3. Energy Final (duct tightness, where applicable, and blower door tests)

- Building Dept / 361-595-8019
- Building Dept / 361-595-8019
- As required

**Electrical**

1. Temp power (normally before framing)
2. Underground
3. Electrical Rough-in
4. Meter loop (permanent power)
5. Electrical Final

- Building Dept / 361-595-8019
- Building Dept / 361-595-8019
- Building Dept / 361-595-8019
- Building Dept / 361-595-8019
- Building Dept / 361-595-8019

**Fire**

1. Fire Life Safety Overall Annual

Fire Marshal / 361-221-6757

**Plumbing**

1. Underground Plumbing Rough-in
2. Sewer Connection
3. Waterline
4. Wastewater
5. Stormwater
6. Plumbing top out (hydrostatic test)
7. Plumbing Final

- Building Dept / 361-595-8019
- Public Works / 361-595-8051
- Public Works / 361-595-8051
- Public Works / 361-595-8051
- Engineering Dept / 361-595-8007
- Building Dept / 361-595-8019
- Building Dept / 361-595-8019

**Fuel Gas**

1. Underground (from meter to structure)
2. Rough in
3. Final

- Building Dept / 361-595-8019
- Building Dept / 361-595-8019
- Building Dept / 361-595-8019

**Health**

Health Dept / 361-592-3324

**Other Required Reports**

1. Foundation Compaction Report
2. Construction Material Reports

- Engineering Dept / 361-595-8007
- Engineering Dept / 361-595-8007

**“I fully understand and acknowledge all requirements within this application”**

General Contractor Signature: \_\_\_\_\_

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

General Contractor Printed Name: \_\_\_\_\_

## **Points of Contact:**

Permit Clerk	Mrs. Theresa Cavazos	<a href="mailto:tcavazos@cityofkingsville.com">tcavazos@cityofkingsville.com</a>	361-595-8019
Senior Planner	Mr. Kobby Agyekum	<a href="mailto:kagyekum@cityofkingsville.com">kagyekum@cityofkingsville.com</a>	361-221-6754
Building Official	Mrs. Belinda Tarver	<a href="mailto:btarver@cityofkingsville.com">btarver@cityofkingsville.com</a>	361-595-8020
Building Inspector	Mr. Manuel Buentello	<a href="mailto:mbuentello@cityofkingsville.com">mbuentello@cityofkingsville.com</a>	361-595-8022
City Engineer	Mr. Rutilio Mora	<a href="mailto:rmora@cityofkingsville.com">rmora@cityofkingsville.com</a>	361-595-8004
Health Director	Mr. Emilio Garcia	<a href="mailto:egarcia@cityofkingsville.com">egarcia@cityofkingsville.com</a>	361-592-3324
Public Works Director	Mr. Bill Donnel	<a href="mailto:wdonnell@cityofkingsville.com">wdonnell@cityofkingsville.com</a>	361-595-8051
Fire Marshal	Mr. Steve Palacios	<a href="mailto:fmo@cityofkingsville.com">fmo@cityofkingsville.com</a>	361-221-6757

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## **Ordinances of Interest:**

Building Code: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART1BURE\\_BUCO](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART1BURE_BUCO)

Plumbing Code: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART1BURE\\_PLCO](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART1BURE_PLCO)

Fuel Gas Code: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART1BURE\\_FUGACO](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART1BURE_FUGACO)

Electrical Code: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART1BURE\\_ELCO](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART1BURE_ELCO)

Mechanical Code: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART1BURE\\_MECO](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART1BURE_MECO)

Swimming Pool Code: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART1BURE\\_SWPOCO](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART1BURE_SWPOCO)

Residential Code for 1 and 2-Family Dwellings:

[https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART1BURE\\_RECOOMIDW](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART1BURE_RECOOMIDW)

Permit and License Provisions:

[https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART2MOHOMOHOPA\\_PELIPR](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART2MOHOMOHOPA_PELIPR)

Energy Conservation Code:

[https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART1BURE\\_ENCOCO](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART1BURE_ENCOCO)

Existing Building Code: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART1BURE\\_EXBUCO](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART1BURE_EXBUCO)

Subdivisions: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART3SU](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART3SU)

Platting Procedures: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART3SU\\_PLPR](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART3SU_PLPR)

Design Standards: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART3SU\\_DEST](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART3SU_DEST)

Drainage: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART3SU\\_DR](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART3SU_DR)

Zoning: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART6ZO](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART6ZO)

Sign Regulations: [https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART6ZO\\_SIRE](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART6ZO_SIRE)

Appendix A – Land Use Categories:

[https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART6ZO\\_APXALAUCA](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART6ZO_APXALAUCA)

Appendix B- Space Requirements:

[https://library.municode.com/tx/kingsville/codes/code\\_of\\_ordinances?nodeId=PT2COOR\\_CHXVLAUS\\_ART6ZO\\_APXBSPRE](https://library.municode.com/tx/kingsville/codes/code_of_ordinances?nodeId=PT2COOR_CHXVLAUS_ART6ZO_APXBSPRE)