

This form is to be completed by the applicant to obtain a minor repair permit for work that does not require a plan review provided the materials match or are equivalent to the materials being repaired or replaced. The materials and methods of construction must comply with the Code and are subject to field inspection for final approval. The issuance of a permit does not grant permission to violate the requirements of the code or authorize construction on, or use of, any property in violation of deed restrictions.

Definition of Repair: The reconstruction or renewal of any part of an existing building for the purpose of its maintenance.

Complete the following information (Please Print):

Applicant: _____ Date: _____

Project Address: _____

Cost of Improvements: \$ _____ Project Number: _____

Check all that apply:

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> 1. Patch or repair exterior veneer siding. | <input type="checkbox"/> 11. Repair or replace storefront assembly. * |
| <input type="checkbox"/> 2. Replace doors. * | <input type="checkbox"/> 12. Repair Electrical. <i>(Separate Permit Required)</i> ♦ |
| <input type="checkbox"/> 3. Replace windows/glazing. * | <input type="checkbox"/> 13. Repair Plumbing. <i>(Separate Permit Required)</i> ♦ |
| <input type="checkbox"/> 4. Repair or replace roof covering and/or decking. Reference Chapter 15 of the Houston Building Code for specific code requirements. * | <input type="checkbox"/> 14. Repair Mechanical. <i>(Separate Permit Required)</i> ♦ |
| <input type="checkbox"/> 5. Repair or replace floor decking. | <input type="checkbox"/> 15. Replace flooring (Note: Although code compliance is always required: a permit is NOT required for floor finish materials: carpet, tile, wood flooring, etc.) Reference Chapter 8 of the <i>Houston Building Code</i> for specific requirements |
| <input type="checkbox"/> 6. Replace ceiling and/or wall covering. * | <input type="checkbox"/> 16. Other repair work, provide description below*:

_____ |
| <input type="checkbox"/> 7. Replace damaged studs. | |
| <input type="checkbox"/> 8. Repair or replace existing stairs and / or steps. | |
| <input type="checkbox"/> 9. Replace cavity insulation. * | |
| <input type="checkbox"/> 10. Repair existing fireplace. | |

Applicant Signature: _____

♦ All trade permits, if required, shall be purchased under the repair spec list project number.

*** ENERGY CODE:**

The following building elements shall be maintained for energy efficiency compliance in Climate Zone 2:

Fenestration U-Factor			Fenestration SHGC						Wall Cavity	
Fixed	Operable	Doors	Project Factor & Orientation						Insulation	
.50	.65	.83	SEW			N			Wood	Metal
			.25	.30	.40	.33	.37	.40		