

# TOWN OF LAKEWOOD VILLAGE, TEXAS

## ORDINANCE 10-01

**AN ORDINANCE TO ADOPT THE MOST CURRENT EDITION OF THE INTERNATIONAL RESIDENTIAL CODE, THE INTERNATIONAL BUILDING CODE, THE INTERNATIONAL PLUMBING CODE, THE INTERNATIONAL MECHANICAL CODE, THE INTERNATIONAL ENERGY CODE, THE INTERNATIONAL FUEL AND GAS CODE, THE INTERNATIONAL PROPERTY MAINTENANCE CODE, THE NATIONAL ELECTRICAL CODE, INTERNATIONAL FIRE CODE AND ALL APPENDICES THERETO, AS AMENDED BY THE TERMS OF THIS ORDINANCE; PROVIDING FOR PERMIT FEES; PROVIDING FOR THE REGISTRATION OF BUILDERS AND ALL PERSONS PERFORMING ELECTRICAL, PLUMBING, MECHANICAL, IRRIGATION, IRRIGATION TESTING BACKFLOW, THIRD PARTY INSPECTIONS, ROOFING, FENCING, FRAMING, AND CONCRETE, WORK ON ANY NEW OR EXISTING CONSTRUCTION OR STRUCTURE WITHIN THE TOWN OR THE EXTRATERRITORIAL JURISDICTION; PROVIDING FOR A BOARD OF APPEALS; PROVIDING FOR PREMISE IDENTIFICATION; PROVIDING FOR INSPECTIONS AND TOWN BUILDING REQUIREMENTS; PROVIDING A PENALTY CLAUSE; PROVIDING A REPEAL OF ORDINANCE 06-06A; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Town Council of the Town of Lakewood Village, Texas desires to establish a specific requirement for all building construction;

**WHEREAS**, the State of Texas mandates that it is necessary to establish uniform and minimum standards for the construction, erection, and maintenance of buildings and other structures in order to protect and promote the public health, safety, and welfare of the citizens of the Town and the Extraterritorial Jurisdiction of the Town,

**WHEREAS**, the Town of Lakewood Village desires to adopt the most current set of International and minimum standard building codes;

**NOW, THEREFORE BE IT ORDAINED** by the Town Council of the Town of Lakewood Village, Texas:

### **SECTION 1. CODES**

The current versions of the International Residential Code, the International Building Code, the International Plumbing Code, the International Mechanical Code, the International Energy Code, the International Fuel and Gas Code, the International Property Maintenance Code, the National Electrical Code, the International Fire Code, and all appendices thereto, as herein after revised or amended are adopted. The said International Building Code, the International Plumbing Code, the International Mechanical Code, the International Energy Code, the International Fuel and Gas Code, the International Property Maintenance Code, the National Electrical Code are incorporated herein as if copied in their entirety.

## **SECTION 2. DEFINITIONS**

The Town – shall mean the Town of Lakewood Village

Contractor – shall mean any person, firm, corporation, or other entity that is hired by a homeowner or landowner to perform any new construction, remodel, or repair on said homeowner or landowner’s real property.

Building Official – shall mean an employee of the Town of Lakewood Village who performs inspections, plan reviews, and is licensed by the State of Texas as a Building Inspector, or any properly qualified person that is employed by the Town that has been appointed to perform such work.

Erosion Control – the containment of all dirt, soils, sand, fill or grass, in such a manner, to prevent said materials from encroaching onto adjacent properties, town easements, drainage culverts, or utility placements

ETJ - shall mean the Extraterritorial Jurisdiction of the Town of Lakewood Village

Masonry – shall be defined as brick, concrete hollow clay tile, concrete block, natural stone, or any combination of these materials that are laid up by unit and set in mortar.

Construction Site Refuse Control - the containment of and weekly or monthly removal of both construction and laborer refuse to prevent said materials from encroaching onto adjacent homeowner properties, town easements, drainage ditches and culverts, and should be in compliance with OSHA and local codes.

## **SECTION 3. GENERAL**

All Building Permits shall expire 180 days from the date the permit is issued. A permit expiration may be extended if a Contractor issues a construction calendar with the submission packet and the calendar is approved by the Building Official and Mayor. If the Construction Calendar that is provided by the Contractor is not adhered to, the Building Permit shall expire without further action by the Town.

## **SECTION 4. BUILDING FEES & REQUIREMENTS**

- A. Fees will be outlined in Exhibit A of this ordinance
- B. Water/Sewer Taps - A licensed plumber that is registered with the Town shall perform all work connecting to the Town utilities.
- C. All sprinkler permits are required to have a final inspection accompanied by a Backflow Prevention Report Form and a Customer Service Inspection Letter. These forms can be obtained from the office of the Town Secretary.

- D. In the construction, maintenance, or repair of any building or structure within the Town or the ETJ, for which a building permit is required by the current building codes, no person shall perform any electrical, plumbing, mechanical, fencing, backflow, concrete, third party inspections, irrigation, or roofing unless and until such time as that person is registered with the Town to perform such work.
- E. All contractors who are required by state law or local ordinance to be licensed must register with the Town of Lakewood Village before applying for permits or performing any work. All contractors registered with the Town, or unregistered, shall perform no work of any sort/kind without being properly licensed. The Mayor or Building Official, upon receipt of a written citizen complaint, shall place said Contractor's registration in investigation status. No inspections will be allowed or permits issued to any Contractor whose registration is in investigation status. The Mayor, in periods of absence from the Town, may designate an individual to act in his/her stead for purposes of this section. The Town shall forward the citizen's written complaint to the Contractor. In the event a Contractor wishes to contest a citizen's complaint, the contractor shall request a complaint review by the Mayor or Building Official. If a written response to the citizen's written complaint is not made by the Contractor within fourteen (14) days of the date the citizen's complaint is mailed to the Contractor, the Mayor or Building Official shall in his/her sole discretion place any condition upon the contractor's registration necessary to rectify the citizen's complaint including, but not limited to, revocation of the contractor's registration. No complaint other than one in writing may be used to revoke or otherwise place any condition upon any contractor's registration. Complaints that do not affect the citizens of the Town of Lakewood Village or residents of the ETJ will be summarily dismissed. The Mayor or Building Official shall issue his/her decision in writing to the Contractor and complaining citizen. The Contractor or citizen may appeal the Mayor or Building Official's decision to the Board of Appeals as set forth in Section 9. An appeal of the Mayor or Building Official's decision must be completed by written document within fourteen (14) days of the date of the Mayor or Building Official's decision. At any appeal to the Board of Appeals, the Contractor or citizen bear the burden to produce evidence establishing any error occurring in the Mayor or Building Official's decision regarding the contractor's registration.

#### **SECTION 5. PERMIT APPLICATION**

- A. A residential permit application consist of five (5) forms, which must be completed and signed by the Contractor and his or her registered mechanical, electrical, and plumbing contractors. These forms are the mechanical permit, electrical permit, plumbing permit, concrete permit, and application for building permit forms.
- B. Detailed and accurate descriptions are required regarding the addresses and legal description of the subject property including Lot, Block and complete subdivision name with correct phase.

- C. All contractors are required to be registered with the town and must have such approved registration on file before any permit will be issued.

## **SECTION 6. BUILDING PLAN PACKET SUBMISSION**

Along with the permit application forms set forth above, the following documents are required prior to any approval being granted in the quantity and detail as specified:

- A. Two (2) plot plans containing lot dimensions, plan footprint, set-backs (front, rear and sides) complete address, lot and block, subdivision and phase, utility and easement locations, engineers and contractors names, finish pad elevations, finish floor elevations, topographical elevations, driveways, sidewalks, fence locations, lot area, slab area, and coverage percent. All drawings provided must be to scale.
- B. Two (2) foundation designs (11" x 17" drawing and engineer letters) one of which must have an original signature and stamp.
- C. Three (3) complete bound sets of construction drawings. Town Copy must be 11" x 17" or application will be automatically rejected without further action or notification by any Town Official. Plans must include elevations, framing details, including soffit overhang details, masonry percentage calculations, square foot calculations, electrical load calculations, electrical panel size, electrical panel location, mechanical specifications, foundation design letter must be address specific. All plans must be drawn by a state licensed architect and must be drawn to scale.
- D. Two (2) sets of drainage plans must be provided. Town copy must be 11" x 17" drawn to scale, showing the actual dimensions and shape of the lot to be built upon. The drainage plans must show sea level elevations and all flatwork drawn to scale.
- E. Floor plans, elevations, framing, roof plan, electrical and "to be built options" must be clearly shown and detailed. Single sheet submittals are not acceptable. HVAC and Plumbing design drawings are also required. Options reflecting additional buildable space must be identified by the actual square footage area and included in the permit values for total air-conditioned area and or construction area under roof.
- F. Elevation drawings must clearly state that the structure meets the exterior requirements set forth below in Section 11 by the Town of Lakewood Village, or provide masonry calculations (i.e. Front % + Right % + Left % + Rear % = total masonry %)
- G. All drawings must be legible and show proper square footage for air-conditioned and total building areas.
- H. One (1) Energy analysis (i.e.; MecCheck, ResCheck or Energy-Star) shall be provided by a certified professional.

- I. All third party rater information and documentation must be submitted if an Energy Star Home is being constructed or modified.
- J. Electrical Voltage Drop letter shall be provided and must be on the electrical contractors letterhead
- K. Mechanical Air Flow Calculations shall be provided and must be on the mechanical contractors letterhead
- L. A copy of the contract agreement between the contractor and the homeowner/landowner must be provided to the town, unless the homeowner/landowner is the contractor.

### **SECTION 7. PLAN REVIEW PROCESS**

All plans must be submitted to the Town of Lakewood Village for review. Plans are reviewed in the order they are received. The Town's goal in plan review is a one to two week turn around time for complete and accurately prepared submittal packages. Incomplete submissions may require additional time processing the plan review for the permit.

### **SECTION 8. LICENSING AND REGISTRATION REQUIREMENTS**

- A. No person shall engage in the business of construction of new buildings or structures, or make any repairs, alterations, or changes to an existing building or structure, unless that person is registered as a Contractor by the Town. Provided however that (i) no license shall be required for work on any building or structure for which a building permit is not required by this code and (ii) persons who occupy and reside within any property as their home shall not be required to obtain a license or register with the Town.
- B. All Contractors must register with the Town of Lakewood Village before applying for permits or performing any work. A master or contractor license in the specific trade is required to register as a Contractor. All licensed Journeymen working for the Contractor shall be listed on the contractor registration form. All work shall be supervised by a licensed individual, who must be within 5 minutes of any job under their supervision. A licensed residential wireman may supervise one helper or apprentice. Any work discovered being performed without the required licensed personnel shall be conspicuously identified to prevent reuse and shall be removed. In addition to a citizen complaint, multiple violations of licensure requirements may result in suspension of a Contractors' registration. Any individuals found performing work without the required registration shall be required to leave the jobsite. A Contractor is defined as set forth above in Section 2. All registrations will expire on December 30<sup>th</sup> of each year. The General Contractor must carry insurance that covers all subcontractors and the projects they are actively working on under the General Contractor. In the event there is not a General Contractor, each subcontractor is required to supply the Town with a copy of their liability insurance with a minimum \$100,000.00 policy coverage for each project. It will be the responsibility of the registered individuals to ensure that this process is complete before permits will be issued and any work in the specific trade is commenced.

The Town reserves the right to deny or revoke any contractor registration if there are justifiable reasons or violations as determined by the Town.

C. The following Contractors disciplines must follow the applicable registration process.

GENERAL CONTRACTORS, BUILDER REGISTRANTS:

1. Contractor registration filled out completely.
2. A valid State of Texas driver's license or photo I.D. card.
3. A valid certificate of liability insurance or bond in an amount no less than \$1,000,000.00 kept in force for the duration of the project. Each project is required to have it's own policy.
4. Proof of registration with Texas Residential Construction Commission is required at the time of registration and for the duration of the project.

ELECTRICAL REGISTRANTS:

1. Contractor registration filled out completely.
2. A valid Masters license is required at the time of registration and for the duration of the project.
3. A valid State of Texas driver's license or photo I.D. card.
4. All Journeyman and or Wireman performing work must be registered and posses a current license at the time of registration and for the duration of the project.
5. A list of additional persons authorized to sign applications and pick up approved permits for your company.
6. Proof of insurance as set forth in Section 8 (B) above.

PLUMBING REGISTRANT:

1. Contractor registration application filled out completely.
2. A valid Masters license is required at the time of registration and for the duration of the project.
3. A valid State of Texas driver's license or photo I.D. card.
4. All journeyman, tradesman, and apprentices performing work must be registered and possess a current license at the time of registration and for the duration of the project.
5. A list of additional persons authorized to sign applications and pick up approved permits for your company.
6. Proof of insurance as set forth in Section 8 (B) above.

MECHANICAL REGISTRANT:

1. Contractor registration application filled out completely.
2. A valid Masters license is required at the time of registration and for the duration of the project.
3. A valid State of Texas driver's license or photo I.D. card.
4. A list of additional persons authorized to sign and pick up approved permits for your company.
5. Proof of insurance as set forth in Section 8 (B) above.

IRRIGATION REGISTRANT:

1. Contractor registration application filled out completely.
2. A valid Irrigation license is required at the time of registration and for the duration of the project.
3. A valid State of Texas driver's license or photo I.D. card.
4. A list of additional persons authorized to sign applications and pick up approved permits for your company.
5. Proof of insurance as set forth in Section 8 (B) above.

**BACKFLOW TESTER REGISTRANTS:**

1. Contractor registration application filled out completely.
2. A valid Backflow Testers License is required at the time of registration at the time of registration and for the duration of the project.
3. A valid State of Texas driver's license or photo I.D. card.
4. Proof of insurance as set forth in Section 8 (B) above.

**SIGN CONTRACTOR REGISTRANT:**

1. Contractor registrant application filled out completely.
2. A valid State of Texas driver's license or photo I.D. card.
3. A list of additional persons authorized to sign applications and pick up approved permits for your company.
4. Proof of insurance as set forth in Section 8 (B) above.

**THIRD PARTY INSPECTOR REGISTRANT:**

1. Contractor registration application form filled out completely.
2. A valid State of Texas driver's license or photo I.D. card.
3. A list of qualified persons authorized to perform inspections.
4. Proof of certification
5. Proof of insurance as set forth in Section 8 (B) above.

**ROOFING REGISTRANT:**

1. Contractor registration application filled out completely.
2. Valid State of Texas drivers license or photo I.D. card.
3. Proof of insurance as set forth in Section 8 (B) above.

**CONCRETE REGISTRANT:**

1. Contractor registration application filled out completely.
2. A valid State of Texas driver's license or photo I.D. card.
3. Proof of insurance as set forth in Section 8 (B) above.

**FENCE / SCREENING WALL REGISTRANT:**

1. Contractor registration application filled out completely.
2. A valid State of Texas driver's license or photo I.D. card.
3. Proof of insurance as set forth in Section 8 (B) above.

- D. Any registered Contractor that fails to maintain compliance with any provisions of this section shall cease all work being performed at the time the Contractor is no longer in compliance.

## **SECTION 9. BOARD OF APPEALS**

- A. In order to hear and decide appeals of orders, decisions, or determinations made by the Building Official relative to the application and interpretation of this Ordinance, there shall be and is hereby created a Board of Appeals. The Town Council of the Town of Lakewood Village, Texas shall serve as the Board of Appeals. The Building Official shall be an ex-officio member of and shall act as secretary to the Board but shall have no vote on any matter before the Board. The Board shall adopt the rules of procedure for conducting its business, and shall render all decisions and finding in writing to the appellant with a duplicate copy to the Building Official.

1. The powers of the Board shall be as follows:
  - a. To hear appeals from decisions of the Building Official
  - b. To hear requests for the use of a material or method of construction not prescribed or authorized by this code, and to authorize the use when, in the Board's judgment, the material or method of construction is at least equivalent to that prescribed; and
  - c. To hear complaints, after suspension of any Contractor's registration as set forth in Section 4(I), from the Building Official, or any citizen, arising against any person, firm, or business registered with the Town to perform construction work of any type and shall have the power, after a hearing, to revoke or suspend the registration for any of the following reasons:
    - (i) Chronic violation of these codes and this ordinance;
    - (ii) Misrepresentation of material facts in obtaining the said registration or any renewal thereof;
    - (iii) Chronic failure to secure permits, inspections, or approvals as required by this code;
    - (iv) Use of said registration to obtain a permit for another person, firm, or corporation;
    - (v) Causing liens, other than the registrant's, to be improperly created on a citizen's property;
    - (vi) Threatening any citizen in any manner;
    - (vii) Committing any crime of violence within the Town; or
    - (viii) Committing any single violation of these codes or this ordinance placing any citizen in imminent danger.

2. The Board of Appeals shall have no authority relative to interpretation of the administration provisions of this Code nor shall the Board be empowered to waive requirements of this Code.

#### **SECTION 10. PREMISE IDENTIFICATION**

- A. Approved numbers or addresses shall be placed on all new and existing buildings in such a position as to be plainly visible and legible from the street or road fronting property. Said numbers shall contrast with their background, and shall comply with the following provisions, as applicable:
  1. Residential occupancies shall have numbers a minimum of six (6) inches in height and be in a contrasting color to the background;
  2. Duplexes shall have street and/or building numbers a minimum of eight (8) inches in height. When deemed necessary by the Town the street and/or building numbers may be required to be of a larger size for immediate and visible identification;
  3. If the structure is more than two hundred (200) feet from a public street, the address shall also appear at the front or main entry to the property with numbers a minimum of six (6) inches in height.
  4. When deemed necessary by the Town street or building numbers may be required on more than one side of the structure or property;
  5. Building and/or street numbers shall be located in an area and lighted in a manner that will make them immediately discernible as approved by the Town.

#### **SECTION 11 NEW CONSTRUCTION REQUIREMENTS**

- A. Temporary buildings or structures such as reviewing stand and other miscellaneous structures, sheds, canopies, or fences used for the protection of the public around and in conjunction with construction work may be erected only by special permit from the Town Building Official for a limited period of time to be designated in said permit; provided, however, that no portable or moveable trailer or similar building or structure shall be permitted during any period of construction.
- B. Temporary buildings or structures need not comply with the type of construction or fire resistive time periods required by this code. Temporary buildings or structures shall be completely removed upon the expiration of the time limit stated in this permit with all surface area restored to its natural state.
- C. Portable toilets shall be provided at all construction job sites for which a building permit is required by this code.

- D. All Contractors will comply with the town's construction site refuse control program as outlined here. All residential and/or commercial construction sites shall be responsible for providing at a minimum, one 20-yard open top roll-off bulk trash container for construction debris and refuse, or a temporary refuse containment structure with minimum dimensions of 8' L x 8' W x 4' H made of 1" exterior plywood secured tightly on all four corners and to the ground in some manner. The container should have a hinged drop down or swing gate on one side for debris removal access. The contractor will also provide a temporary removable top cover either of exterior plywood and or a heavy tarp for either type of debris storage receptacle to prevent flying debris from possible windy or stormy conditions, etc. If a roll-off trash receptacle is used it must be obtained from the waste company that is currently under contract with the Town of Lakewood Village.

Contractors are required to keep construction sites free and clear of trash at all times including no overflowing trash receptacles. The town administrative staff and designated building inspector reserve the right to perform unannounced spot inspections. If the construction site is found in violation of this ordinance then the construction site will be RED FLAGGED and an IMMEDIATE Stop Work Order will be issued with possible suspension of any registration. Once Red Flagged, the contractor will need to take corrective action to bring the work site to an acceptable condition and when compliance is obtained, the Red Flag will be lifted and construction activities may be resumed.

- E. Effective erosion control is required prior to any construction activity and will include the installation of an adequate and repositionable silt fence which should run along the property lot's inside border boundary above and adjacent to the drainage ditch area and the public roadway. The silt fence will be constructed in a practical manner with the necessary openings so as to allow easy entry and exit from the roadway to the property construction site for all necessary construction equipment and machinery.
- F. It is the responsibility of the Contractor to place the proper size culvert on the lot to gain access to the lot prior to any construction. Upon completion of construction the culverts ends must be in concrete and the culvert must continue the direction of the flow of drainage. All culvert sizes are obtained through the Town.
- G. A Contractor is prohibited from adding dirt to the lot, benching the lot, or preparation of the lot prior to obtaining permit approval.
- H. It is the responsibility of the Contractors to keep a copy of all approved plans on the construction site at all times. They must be placed in a water tight container. All paperwork due to the inspector for inspection purposes and in compliance with this ordinance must be placed within this container. The replacement of any lost or stolen permits will be at a cost of \$10.00 per occurrence.
- I. Energy Conservation Code Compliance

1. All residential construction shall comply with the following simplified requirements or provide other approved energy compliance documentation (i.e. MecCheck, ResCheck, or Energy Star). These are minimum requirements.
  1. Attic Insulation (blown) = R38
  2. Exterior Sloped Ceilings (blanket) = R19
  3. Floor insulation (blanket) = R19
  4. Exterior Wall Insulation = R13
  5. Environmental Air Duct in unconditioned Spaces = R6 (supply & return)
  6. Windows = U.65 SHGC = .40
  7. A/C system efficiency minimum of 13 SEER
2. Each window assembly (doors with 50% or more glazing) is required to display at the time of insulation a certificate rating label indicating the National Fenestration Rating Council has tested the assembly. The label shall not be removed until after insulation inspection has been completed and approved. Window assemblies, which do not bear a certification rating shall be failed and removed from the window opening.

J. Energy Star Homes

1. A third party rater plan review and inspection/testing by RESNET agency certified for the State of Texas will be required. Both voluntary and mandatory compliance will require two complete copies of rater analysis with building plan submission for building permit. Raters air-conditioning must be within 1% of plan/permit area. Contractors shall employ the same rater for plan review, inspection, and testing.
2. A third party verification form must be completely filled out, indicating final “HERS” rating score prior to the builders request for final inspection and certificate of occupancy.
3. To verify compliance with Environmental Protection Agency, the Town of Lakewood Village will not issue a certificate of occupancy until all required documentation has been submitted and approved. This will only apply to homes that fall under this category.

K. Upon completion of construction, no one may occupy or move any objects into or onto the property of new construction until a Certificate of Occupancy inspection has been performed and passed by an official of the Town. This is a separate inspection from the Final 100% complete inspection. Violation of this requirement will result in all utilities being disconnected until such time as a Certificate of Occupancy has been issued after all the proper inspections have been performed.

L. Secondary structures will be permitted as new construction with minimum square footage requirements waived as long as secondary structure is contained within the property lines of the primary residence lot(s) and required set backs are met. Any secondary structure

built on any adjacent lot must conform to the minimum square footage requirements of that section as stated in Ordinance 83-01A Section 9 as amended or revised unless both lots are re-platted as a single lot and said plat is filed on record with Denton County, Texas. Proper proof of filing with Denton County, Texas must be provided to the Town at the time the building permit is sought.

M. All new building construction will have a garage with the following requirements:

1. There shall be no front-facing garages on any new construction. Where the configuration of the ground is such that conformity with this provision of this ordinance would work a hardship, the Town Council may permit a variance.
2. There shall be a garage size requirement on all new construction of a minimum of 25 feet in width and 22 feet in depth. Where the configuration of the ground is such that conformity with this provision of this ordinance would work a hardship, the Town Council may permit a variance.

N. Driveways

1. All new building construction will have a driveway. The pouring requirements are as follows:
  - a. The Contractor shall notify the Town of when they are scheduled to pour within 48-hours prior to pouring.
  - b. No concrete will be poured before 7:00 a.m.
  - c. At the time of the scheduled pour, and prior to driving to the location of the pour, the Contractor and concrete registrant will be responsible for turning in all weight tickets to the Town.
  - d. As per Weight Ordinance No. 98-09 Section 3 (C) as amended or revised, the gross weight limit on Town streets for a ready-mix concrete truck shall be 58,420 lbs.
  - e. The minimum thickness of six (6) inches and minimum compression strength shall be 3000 psi at 28 days.
  - f. Driveways shall be a minimum of 10 foot wide, in Town Section 5 driveways shall be a minimum of 12 foot wide.
  - g. 3/8 inch rebar with no greater than 16 inch centers is required on all driveway construction. Re-bar placement must be inspected 48-hours prior to the pouring of concrete.
  - h. All driveways must properly tie into the street. The Contractor is responsible for any road damage that may occur during the construction of the permitted project. All roads must be restored at least to their original condition prior to receiving their 100% final inspection.
  - i. It shall be unlawful for any person, firm, or corporation or other legal entity to erect, construct, enlarge, alter, repair, move, improve, convert, or demolish

any flatwork or driveway or cause to permit the same to be done in violation of this ordinance.

- j. A driveway permit that would place the water meter, water valve and meter box in the driveway shall provide, as a condition of said permit, for the removal of the water meter, water valve, and meter box out of the driveway, at the home and/or land owners expense. Replacement of the water meter, water valve, and meter box shall be in a manner were the meter can be serviced with an additional inspection on the plumbing performed by the Building Official at an additional cost of \$75.00. A licensed plumber who is registered to work in the Town of Lakewood Village shall perform the replacement of the water meter, water valve, and meter box.
  
- O. A form survey will be completed at the time that the forms are in position before the concrete is poured to ensure that the location of the slab is in compliance with all town ordinances. A copy of the form survey will be submitted to the Town.
  
- P. Height. There shall be no buildings, residential or commercial, that exceed 35 foot in height. Any exceptions are outlined in the Zoning Ordinance 83-01A, as amended or revised.
  
- Q. The exterior facades of a main building or structure, excluding glass windows and doors shall be constructed of eighty (80) percent masonry requirement on all new construction for anything over 200 square feet or greater. Cementitious fiber board shall not be considered masonry; cementitious fiber board may be used to replace existing siding on existing structures, with pre-approval of the Building Official. Cementitious fiber board may also be used for architectural features, including window box-outs, bay windows, roof dormers, garage door headers, columns, or other architectural features approved by the Building Official.
  
- R. Wood roof shingles are prohibited.
  
- S. The use of Stucco, various types of stucco and installation procedures must have prior approval from the Building Official. If approved, the builder must provide the installer's certification and certificate for the Town's files. Only true three coat stuccoing will be considered. Additional inspections are required at, hath, scratch coat, and brown coat.
  
- T. Exterior Insulation Finish System (EIFS) shall not be permitted on any construction.
  
- U. Construction work times shall begin no earlier than 7:00 a.m. and shall end no later than 7:00 p.m.
  
- V. All roof pitches shall have a minimum of four (4) inches over twelve (12) inches.
  
- W. The Town will grant approval to initiate electrical service for permanent or temporary use.

- X. All new construction shall have gutters installed in accordance to the submitted drainage plan with the minimum of the entire front of house, all exits, and above all air-conditioning units.
- Y. It is also the responsibility of the Contractor to ensure the grading of the ditches or easements continue the flow of drainage prior to receiving the 100% Final Inspection. Lot to lot drainage is not allowed.
- Z. All property corners must be permanently identifiable.

## **SECTION 12 INSPECTION REQUIREMENTS**

### **A. Request for Inspections**

#### **FAXED REQUESTS:**

Faxed requests will be accepted until 8:00 a.m. for inspection within 48 hours. Official time will be accounted for based on time noted on the received fax. Receipt of any faxed request without a date and time set forth in a proper header will not be processed. Missing the cut off time will require the inspection to be made on the following business day. Fax number is provided in the Contractor Guidelines

#### **TELEPHONE REQUESTS:**

Telephone requests will be accepted until 11:00 AM for inspection within 48 hours. Official time will be accounted for based on the time call is received or by voice mail time stamp. Missing the cut off time will require the inspection to be made on the following business day. All phone numbers are provided in the Contractors Guideline.

Inspector will leave the inspection tag on site in a designated water-tight box that is provided by the Contractor.

- B. Building permits will include inspections performed during the following construction stages:
  - 1. T-Pole
  - 2. Plumbing Rough, form board surveys are due at this time on site
  - 3. Water Tap
  - 4. Sewer Tap
  - 5. Pier and Beam
  - 6. Foundation
  - 7. Pre-frame, prior to any roof decking, soffit, or fascia
  - 8. Frame
  - 9. Mechanical
  - 10. Electrical
  - 11. Plumbing Top Out
  - 12. 4 foot brick tie inspection
  - 13. Electrical/Gas Meter Release

- 14. Flatwork
- 15. 100% Final
- 16. Certificate of Occupancy

- All Third party insulation inspections reports are due prior to the electrical/gas meter release.
- At the time of the scheduled pour, and prior to driving to the location of the pour, the Contractor will be responsible for turning in all weight tickets to the Town.
- Inspectors will not provide more than ten (10) items of which need corrected. Once ten (10) items have been noted for corrections the inspection will be stopped and failed until all items have been corrected.
- Termite letter, Customer Service Inspection letter, and the Final Grade survey is due on site at the 100% Final Inspection.
- Piers must be inspected by an independent contractor. A copy of the inspection must be supplied to the Town prior to calling in the next inspection.

- C. Mandatory re-inspections. All Contractors shall have one (1) week to fix all items from the prior inspection. The Building Official will immediately fail and discontinue the re-inspection upon finding a prior failed item that was listed on the prior inspection tag. All items must be inspected prior to cover up, i.e. concrete and sheet rock. Mandatory re-inspections shall continue weekly until such time as the inspection is passed, and subject to the re-inspection fees below.
- D. Re-inspection fees. The Town shall charge up to \$100.00 for the first re-inspection. With each subsequent re-inspection the Town shall increase the re-inspection fee, for the failed inspection only, by \$100.00 each time it fails, up to a maximum of \$1,000.00 per inspection.
- E. Local amendments to the International Plumbing Code for new construction will meet the following:
  - 1. No air admittance valve shall be permitted
  - 2. All underground domestic water supply shall be copper, 1 inch copper type L service line with a one inch meter.
  - 3. Termite shield wire mesh is required on all plumbing into the house.
- F. Local amendments to the National Electric Code for new construction will meet the following:
  - 1. Minimum size wire shall be #12.
- G. It is the responsibility of the Contractor to provide what the inspector may need to perform the inspections, i.e. a ladder, temporary lighting, etc. Temporary lighting is required for all House Seconds and Rough Inspections to be installed prior to request for

inspections. Should temporary lighting not be in place, the inspection will be failed and subject to 12 (C) above.

- H. All Sprinkler Contractors must have the Backflow Prevention Form filed with the Town of Lakewood Village prior to hooking the system up to the water supply.
- I. All inspections must be performed during daylight hours.

**SECTION 13. EXISTING CONSTRUCTION / REPAIRS / REMODELING REQUIREMENTS**

- A. All remodels and repairs for buildings over 200 square feet, inspections are required only as they apply to the permitted improvements, applicable building codes and Town ordinances.
- B. All new construction foundation plans are to be drawn and sealed by an Engineer licensed by the State of Texas.
- C. An application for flatwork must be submitted to the Town for approval. Flatwork must follow all other flatwork requirements within this ordinance.
- D. Erosion control is required prior to any construction and must be maintained throughout construction completion.
- E. All remodels, repairs, alterations, must have two (2) copies of the plot plans turned into the Town showing the actual dimensions and shape of the lot to be built upon or altered, the exact sizes and locations on the lot of any already existing buildings, and the location and dimensions of the proposed building or alteration.
- F. Two copies of the existing house plans prior to any alterations, remodels or repair must be turned in prior to approval of the permit.

**SECTION 14. AUTHORITY OF THE BUILDING OFFICIAL**

The Town's Building Official shall have the authority and power to enforce all provisions of all ordinances passed and approved by the Town of Lakewood Village, Texas and all codes contained within this ordinance and all amendments.

**SECTION 15. PENALTY**

It shall be unlawful for any person to violate any provision of this ordinance. Any person violating or failing to comply with any provisions hereof shall be fined, upon conviction, in an amount not more than two thousand dollars (\$ 2,000.00). Each day during or on which a violation occurs or continues shall be a separate offense.

**SECTION 16. REPEALER**

Previous Building Code ordinance 06-06A and all of its amendments and revisions are hereby repealed in their entirety.

**SECTION 17. SEVERABILITY**

The provisions of this ordinance are severable and if any section, article, paragraph, sentence, clause, phrase, or word in this ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction such holding shall not affect the validity of the remaining portions of this ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

**SECTION 18. EFFECTIVE DATE**

This ordinance shall become effective from and after its date of adoption and publication as required by law.

**PASSED** and **APPROVED** by the Town Council of the Town of Lakewood Village, Texas this the 14th day of January, 2010.

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Mike Schnittker, Mayor  
Town of Lakewood Village, Texas

ATTEST:

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Linda Asbell, Town Secretary  
Town of Lakewood Village, Texas

## EXHIBIT A

### FEES:

- A. Building Permit Fees inside the Town– the building permit fee shall be \$1,500.00 for the minimum square footage, plus \$1.25 for each square foot of the building or structure which exceeds the minimum square footage requirement of the particular zoning district in which the building is located.
- B. Building Permit Fees inside the ETJ - The building permit fee shall be \$1.25 for each square foot of the building
- C. Water/Sewer Taps –The charges for tapping water mains and conveying the water to the property line shall be a minimum of \$900.00 plus any other expenses the town incurs. All costs and expenses for labor and materials incurred by the Contractor which costs include, but are not limited to, meter boxes, couplings, tubing, and necessary excavation work are the responsibility of the Contractor. It is the responsibility of the Contractor to ensure all meters, water shut off valves, and fire hydrants are brought up to grade by use of risers prior to receiving the water tap inspections. Meter boxes cannot be made of plastic.
- D. Flatwork Permit Fees –\$250.00 for any flatwork, other than foundations, which includes, but is not limited to, flatwork greater than 200 square foot or greater, sidewalks, driveways and patios for the first two inspections, each subsequent inspection shall be \$75.00 per inspection after the second inspection.
- E. Driveway Permits –\$200.00. A driveway permit that would place the water meter, water valve and meter box in the driveway shall have a condition of said driveway permit for the removal of the water meter, water valve, and meter box out of the driveway, at the home and/or land owners expense. Replacement of the water meter, water valve, and meter box shall be in a manner were the meter can be serviced with an additional inspection on the plumbing performed by the Building Official at the cost of \$75.00
- F. Plan Review Fees – When documents are submitted a plan review fee shall be paid at the time of submittal. The plan review fee shall be 65% of the building permit fee. The plan review fee is a separate fee from all other fees and is in addition to the permit fee.
- G. Registration Fees -- General Contractor \$500, sub-contractors and others \$100 per person/per year
- H. Fence Permit -- \$150.00
- I. Sprinkler Permit -- \$150.00.
- J. Electrical Permit -- \$150.00
- K. Plumbing Permit -- \$150.00

EXHIBIT A  
PAGE TWO  
FEES (continued):

- L. Miscellaneous Permits -- \$150.00 if not more than two inspections are required. For each inspection required over two an additional fee of \$75 will be applicable.
- L. Pool Permits -- \$500.00. Ordinance 98-06A is incorporated herein as revised or amended. Soil reports are required for all pool construction prior to permitting.
- M. Spa Permits -- \$250.00. Ordinance 98-06A is incorporated herein as revised or amended.
- N. The Board of Appeals fee for structures up to 500 square feet - \$100.00, 501 square feet up to 5,000 square feet - \$250.00, structures over 5001 square feet - \$500.00.
- O. Stucco Exterior Finish -- \$250, in addition to any necessary building permits, requires 3 additional inspections.