Building Requirements

This document is not meant to modify any Federal or State laws or City Ordinances. It is intended to be informative and to be used as a guideline. Where circumstances of a particular job differ from these procedures, the decision of the Planning and Development Department will prevail.

Building Codes

All Federal, State and local requirements are applicable to projects constructed within the City's jurisdiction whether specifically listed herein or not. The City of Navasota, Texas, has adopted the following codes regulating building construction.

2012 International Building Code
2012 International Residential Code
2012 International Fire Code
2012 International Plumbing Code
2012 International Mechanical Code
2012 International Energy Conservation Code
2011 National Electrical Code
Reference the City of Navasota Code of Ordinance for local amendments

Building Permit

Before a building permit will be issued, all plans and documents related to the permit application must be submitted to the City of Navasota and all applicable fees paid to the City. All new construction, alterations, or additions require a Building permit. An Electrical, Plumbing, and Mechanical is also required if applicable to the scope of work. All applications must be legible and completely filled out, dated, signed by the builder and all the builders MEP contractors must be listed on the application. Verified address with lot, block, subdivision and phase is required on all applications.

All Contractors performing work within the City of Navasota's jurisdiction must be registered with the City and provide proof of liability insurance.

Construction or building without a permit is subject to a fine not to exceed $500.00.

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Plan Review

The City will verify submittal documents are complete and forward to Bureau Veritas for Plan Review. Bureau Veritas will contact the applicant directly if additional information and/or documents are required and to discuss any noncompliance or deviation from City zoning and adopted Code requirements.

Inspections

Inspections received by 5:00 p.m. Monday – Friday will be performed the next business day. Inspections related to building construction must be called into Bureau Veritas at (877) 837-8775 or faxed to (877) 837-8859. Inspection requests can also be emailed to: inspectionstx@us.bureauveritas.com Permit packet that includes the approved plans and documents and all inspection tickets must be on site at the time of inspection.

The building final inspection must be passed prior to occupancy of building.

Construction Site

A temporary property address must be posted at the front of the lot and readable from the street. Permanent street numbers must be displayed before final inspection.

A portable sanitary restroom for your workers MUST be on your property until the final inspections are approved.

Construction area shall be maintained until job completion. NO construction material, debris, or sanitary restroom facility shall be placed or stored in the public right-of-way or drainage areas at any time.

Erosion control must be in place prior to the first inspection.

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