



IMPORTANT NOTICE REGARDING STORM DAMAGE REPAIR WORK

As the Houston area begins the process of cleaning up and rebuilding after Hurricane Ike, the City of Houston's Public Works Department would like to provide the following basic repair considerations:

1. Building permits are required for most types of storm damage repair work involving the structure.
2. Electrical, mechanical and plumbing contractors who make repairs to your residential or commercial structure must be registered with the Code Enforcement office and obtain permits and inspections for the work they perform except for certain electrical and gas emergency connections. General Contractors (other than electrical, mechanical and plumbing) are not required to be registered with the City of Houston. However, Residential Contractors must be registered with the Texas Residential Construction Commission. www.trcc.state.tx.us
3. We recommended that you obtain three bids and review them carefully, including the contractor's insurance, before authorizing the work.
4. Homeowners may personally apply for plumbing and mechanical permits on properties they own and occupy as their residence.
5. If electrical outlets, switches and/or the electrical service were subject to wind driven rain, a licensed electrician should examine the equipment before use. An electrical permit is not required to have a licensed electrician examine your electrical system.

To learn if any complaints have been reported against a contractor, check with the Better Business Bureau at <http://www.bbbhou.org/> or call 713-868-9500.

SPECIAL NOTE: IF YOUR PROPERTY IS IN THE FLOODPLAIN YOU MUST CONTACT THE PLAN REVIEW SECTION AT 713.535.7666 BEFORE MAKING ANY REPAIRS

Repair Permit Guidelines

Structural Repairs:

Permits are NOT REQUIRED for tarping or for replacing fences (<8'), paneling, flooring, insulation, wallpaper, paint, or similar finish work. And for single family residences repair of damaged non-fire-rated sheetrock is exempt. Permits are REQUIRED if your residential or commercial structure suffered any structural damage such as walls being moved or knocked down or a roof collapse. Permits are also REQUIRED for re-roofing, and replacing doors, and windows, any sheetrock in a business or entire boards of sheetrock in residences.

Electrical Repairs:

ALL ELECTRICAL REPAIR WORK REQUIRES A PERMIT AND MUST BE COMPLETED BY A LICENSED ELECTRICAL CONTRACTOR. The hurricane exception will allow emergency electrical reconnections performed by Master electricians licensed by the state and registered with Code Enforcement.

Mechanical Repairs:

Permits are NOT REQUIRED on residential projects for the installation or replacement of air outlet grills, thermostats, return air filters or grills.

Permits are REQUIRED for replacing condensing units and evaporator coils, or for or relocating a condensing unit from its original location, replacing a condensing unit with one of a different tonnage rating, or installing or replacing ductwork or furnaces.

Plumbing Repairs:

Permits are NOT REQUIRED for minor repairs to plumbing fixtures such as replacing gaskets in faucets or the flushing mechanism inside the toilet tank.

Permits are REQUIRED for replacing toilets, faucets, or sinks, or anytime a plumbing fixture is disconnected or reconnected to the water/wastewater system.

Permit Office Locations

Downtown
3300 Main St.
713-535-7733

Northwest
3825 Dacoma
713-686-6224

Northeast
3915 Rustic Woods
281-361-9580

Note: Check the website below for temporary permit office locations on the south side of Houston.

Online: <http://houstonpermits.org/>

Fax: 713-535-7973

Other Related Information

To report damage to streets or bridges, damage to traffic signals or signs, low water pressure, or missing manholes or sewer grates, call the Public Works Customer Response Center at 713-837-0311 (star 600 on a cell phone).

For a list of codes and design criteria see the Forms and Publications page on the Code Enforcement website:

<http://www.publicworks.houstontx.gov/planning/enforcement/index.htm>

Customer Assistance 713-535-7733

10/10/08