CITY OF SAN ANTONIO — TEXAS — DEVELOPMENT SERVICES

TO: Development Services Customers

SUBJECT: **INFORMATION BULLETIN 121c**
Requirements for Plumbing Limited Service and Repair Permits (LSR)

DATE: August 25, 2006/*Revised March 28, 2014/August 1, 2014/Nov.12, 2024/*
August 4, 2026, September 25, 2026

CREATED BY: Field Services Division

Purpose:

As a customer service initiative, the Development Services Department (DSD) created this **revised** bulletin to update Information Bulletin (IB) 121c to guide customers on the requirements for one- and two-family Plumbing Limited Service and Repair Permits. This bulletin has been updated to incorporate the department's new format for Information Bulletins.

Scope:

The LSR permit program allows minor projects to be completed by licensed plumbing contractors prior to obtaining the associated permit and allows the contractor to certify that the completed work complies with the San Antonio Code (SAC) as amended in lieu of scheduling an inspection to be conducted by the Development Services Department (DSD). The program further allows for a full DSD inspection, as an option for the property owner, at no additional cost to them.

Plumbing contractors that intend to obtain a DSD inspection for their Eligible Project shall secure a general plumbing permit to obtain the inspection, not an LSR permit.

Note: The licensed contractor shall obtain the required permit after and within three working days from the completion of the work to avoid a penalty fee.

Benefits: The LSR permit program benefits property owners, contractors, and DSD. It ensures property owners that the work is performed by licensed contractors in compliance with the SAC and allows licensed contractors to quickly respond to the needs of their customers without violating the SAC permit requirements. It has the potential to reduce DSD inspection requests for LSR eligible work, to minimize the number of "no access" inspections trips typical for LSR eligible work and to free up time to DSD for making inspections at other locations.

The LSR permit program applies to existing residential and commercial properties as noted below:

1. The replacement of an existing water heater, or
2. The replacement of an existing water purifier/water softener, or
3. The replacement of an existing water closet/commode, or
4. The installation of a water purifier/water softener in an existing pre-plumbed building.

Eligible LSR Projects:

- Replacement of an existing water purifier/water softener, or
- The installation of a water purifier/water softener in an existing building, in which the existing plumbing piping is already pre-plumbed to receive a water purifier/water softener appliance and does not require additional plumbing piping installations or plumbing piping upgrades, (other than the appliance/equipment connectors),or
- Replacement of an existing water closet/commode, or
- Replacement of an existing water heater connected to an existing venting system, gas and/or electric circuit in the same location.

The LSR Permit shall be used for the replacement of the same type of existing appliance or fixture/water closet listed above, in existing Residential or Commercial buildings.

LSR Exclusions:

- The LSR program does not apply to new building construction or new building additions which include plumbing piping installations for appliance, fixture, equipment, device, or
- Appliances, fixtures, equipment or device that require plumbing piping installations or additional upgraded piping installations, or
- Appliance, fixture, equipment, device relocation, or
- Plumbing work generally valued at more than $2,000 or
- Replacement of an existing appliance, fixture, equipment or device with a different type or size.

  Examples listed below, but not limited to:

  1. Tank type water heater replaced with a tankless, or
  2. Tankless water heater replaced with a tank type, or
  3. Electric water heater replaced with a gas water heater, or
  4. Gas water heater replaced with an electric water heater, or
  5. 1” water purifier/water softener replaced with a ¾”, or

- Any other plumbing work that is not listed under Eligible Projects.

Work not eligible for the LSR program requires general plumbing permits through the regular DSD procedure, including the required inspections by DSD.

NFPA 13D (MRFPSS) Multipurpose Residential Fire Protection Sprinkler systems; Devices that restrict the flow or decrease the pressure, shut off or automatically shut off the water to the Fire Sprinkler system, such as water softeners, filtration systems, shut off valves, automatic shut off valves, pressure reducing valves, etc. shall not be added to this system without a review of the Fire Sprinkler system by a Fire Protection specialist.

Procedure: The following procedures are to be followed by the contractor, property owner and DSD under the LSR permit program.

1. The contractor performs the eligible work and obtains an LSR permit within three (3) working days after completing the work.

2. When DSD issues the LSR permit, the property owner is notified in writing that an LSR permit was issued indicating that the completed work complies with the San Antonio Code as amended. The property owner is given the option of either accepting the completed job as certified by the licensed contractor or requesting an inspection by DSD within 30 days of the date of notification. The property owner, not the contractor, is required to coordinate job access for the DSD inspector if a DSD inspection is requested.

3. All replacement water heaters, water purifiers, water softeners, water closet/commode installations must be installed in compliance with the City Code. If existing circumstances are not in compliance with City Code, the "inspection needed" box shall be noted by the plumbing contractor and then a DSD inspection will be initiated. The plumbing contractor shall provide the property owner, customer contact information and assist DSD to coordinate job access with the property owner for the DSD inspector.

4. DSD closes the permit either 30 days from the date of the LSR permit or through the standard inspection procedure if a DSD inspection is required or requested by the property owner.

Should you have any questions regarding the Limited Service and Repair Permit program, please contact the Development Services Manager 207-0148 or the Plumbing Inspections Supervisor at 207-8279.

Summary:

This Information Bulletin is for informational purposes only.

Prepared by: Milton Morales, Plumbing Inspection Supervisor

Reviewed by: Patrick Poloskey, CBO, Development Services Manager

Authorized by: Michael Shannon, PE, CBO, Assistant Director

CITY OF SAN ANTONIO — TEXAS

DEVELOPMENT SERVICES

Date:

Contact Name
Address Line 1
Address Line 2
City, State ZIP

Project Address:
Permit Number:
Date Work Completed:
Date: Description of Work per Permit:

Contractor:
Inspection Certification

Dear,

Here at the Development Services Department (DSD) we are excited that you have made improvements to your home using a licensed contractor. A licensed contractor helps to ensure the completed work meets required building code standards, creating a safer environment for you and your family.

As part of the work the contractor does for you, they obtain a (n) [LSR Permit Description] permit from the City of San Antonio and file an inspection certification statement certifying that the work has been completed and complies with the current San Antonio City Code. Receipt of the inspection certification statement satisfies DSD that the work your contractor completed complies with the code. Although this satisfies Development Services, you still have the right to request an inspection by DSD if you so choose.

If you decide you would like to have the work inspected by Development Services, please call us at (210) 207-1111, option 1 to schedule an inspection. Inspections must be requested within thirty (30) days of this letter. To schedule the inspection, you will need the above-referenced permit number and your inspection will be scheduled for the next business day. Please keep in mind that you or another person over the age of 18 must be home on the inspection date to allow access to the work.

The work detailed above is required to be completed by the contractor listed or one of their associate(s). If the work was completed by anyone else, please contact us immediately. Only the listed contractor or their associate(s) can complete the work on the permit. By enforcing the licensed contractor requirement and following up on work completed by someone other than the listed contractor, we help make your home safer and improve the quality of contractors available to you.

Any questions regarding the inspection certification statement submitted by your contractor or the inspection procedure, please call Development Services at (210) 207-1111.

Thank you,
Development Services Department

DEVELOPMENT SERVICES

BuildSA Portal

LSR Plumbing Permit Application

Date:	**Address:**	
Property Owner Name:	**RMP Registration Holder Name:**	
State License Registration #:	**Delegate Name (if applicable):**	
Company Name:		**Escrow:** ☐ **YES** ☐ **NO**
Phone:	**Email:**	
Date of Work: _____		
Work Summary:		

Plumbing Equipment

Enter the quantity of items that will be installed, repaired, or modified in any way in the associated area(s) below.

Equipment	Qty	Cost	Total
Plumbing Permit Base Fee	1	$57.50	$57.50
Water Heater Gas/Electric		$9.20	
Water Softener Unit		$19.55	
Reverse Osmosis		$8.05	
Total Inspections Items			
4% Surcharge (Development Services & Technology Fees)			
Processing Fee	1	$11.50	$11.50
Total Permit Fee			

Is this for a water softener or reverse osmosis? ☐ **Yes** ☐ **No**

Inspections can be scheduled for free in the BuildSA online customer portal or by calling (210)-207-1111

I, MASTER OF RECORD FOR THE ABOVE LISTED COMPANY, CERTIFY THAT THE WORK LISTED ON THIS PERMIT HAS BEEN COMPLETED BY THIS COMPANY AND IT COMPLIES WITH THE REQUIREMENTS OF THE SAN ANTONIO CODE AS AMENDED. I UNDERSTAND THE PROPERTY OWNER MAY REQUEST AN INSPECTION BY THE DEVELOPMENT SERVICES DEPARTMENT AND THAT I SHALL COMPLY WITH ANY REQUIREMENTS AS NOTED.

Applicant Signature: _____