



DEVELOPMENT SERVICES

Residential Repair Permit Application

To apply online please visit our online [portal](#). All mechanical, electrical, and plumbing work will require separate additional permits.

Date: _____ Owner Name: _____

Address: _____ San Antonio, Texas _____

Repair Information:

Will any **structural** modifications be performed? Y N

Is this permit application for **interior demolition only**? Y N

_____ (#) **Windows being replaced** (No permit required for broken glass replacement)

_____ (#) **Doors added, or door openings modified** (No permit required for like-for-like door replacement)

_____ (#) **Interior Walls added/modified/removed** (No permit required for painting or adding wallpaper)

- Sheetrock replacement** (No permit required for sheet rock repair, i.e., patching holes)
- Siding replacement** (No permit required for installing new siding over existing siding)
- Insulation added or replaced** (If space is insulated, an insulation report/inspection is required)
- Floor – structural repairs** (No permit required for carpet, tile, wood/laminate flooring removal/replacement)
- Garage conversion** (Converting an existing, attached garage to livable space within existing footprint, or detached garage conversion to non-livable space - **Site plan required**)
 - If two or more exterior walls will be repaired, modified, or replaced, a plan review will be required-**do not use this form**
 - Detached accessory dwellings will require plan review-**do not use this form**
 - Please note this application is subject to an additional processing fee and a 6% surcharge of total permit fee

Inspections Required:

If framing is performed, a framing inspection will be required. Note: an engineer’s report may be required to satisfy the framing inspection and will be determined by the inspector in the field. Once complete with the above-mentioned inspections, a final inspection is required.

Registration Holder: _____ City Registration #: _____

Company Name: _____ Delegate: _____

Homeowner Name: _____ Phone #: _____

Escrow # (if applicable): _____ Email: _____

Work Summary: _____

The scope of work submitted on this permit application constitutes the only work which is allowed to take place. Any additional remodeling, modifications, or other work outside this scope will result in additional review. This may require plan submittal and additionally assessed fees.

I have read the complete application and know the same to be true and correct and hereby agree that if the permit is issued all provisions of the City Ordinance will be complied with whether herein specified or not. It is incumbent upon me, the applicant, to verify the existence of any CC&Rs that may be applicable to my project. (See [IB 234](#) for additional information) I understand that the permit belongs to the property owner, I am an authorized agent, and that this permit is valid for 6 months from the date of issuance.

Applicant Signature: _____

_____(Initial) Homeowners Only: I understand that by initialing here and my signature below, I attest that I own and will own (occupy or rent) this residence for a period of 12 months after the completion of this project per City Code 10-115 (a)(1). I am requesting a homeowner’s permit to remodel my home and will be responsible for all inspections as required by Development Services.