

Building Permit Application

Project Location: _____ Project #: _____

Campus: 1604 Main ☐ DTC ☐ SSA ☐ Park West ☐ ITC ☐ Other ☐

Project Work Scope/ Description: _____

Total Project Valuation: _____

Project Representative: _____

Contractor Contact info: _____

(Name, Title, Phone, Email) _____

A/E Contact Info: _____

(Name & Email) _____

- A Building Permit approved by IPR is required for any project that intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system that is regulated by the current ICC codes.
- Please provide construction documents both electronically and one hard copy (18" x 24" is preferred.) Include with the permit application.

Permit Type: Building ☐ Electrical ☐ Plumbing ☐ Solar ☐ Other ☐
 Tenant ☐ HVAC/ ☐ Roofing ☐ Structural ☐
 Improvement Mechanical

An inspection and approval thereof, is required prior to covering or concealing any work I.e. In-Walls, Above Ceilings, Trenches, Excavations, Building Envelope, or placing any new or modified system into use. A Certificate of Occupancy is required to be completed by Inspections and Plan Review and Office of Risk and Emergency Management (OREM) prior to occupying or allowing students or the public into *the altered space*.

Please contact IPR with questions pertaining to this construction project via email at ipr@utsa.edu or to schedule an inspection **Outlook Calendar** 48-hours prior to the event.

Applicant: _____ Signature: _____ Date: _____

IPR Approval Signature: _____ Date: _____