



Office of Real Estate, Construction and Planning

Building Permit Application

Project Location: _____

Campus: 1604 Main DTC SSA Park West ITC Other

Project Work Scope/ Description: _____

Total Project Valuation: _____

UTSA PM: _____

Contractor Contact info: _____

A/E Contact Info: _____

- 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
	Tenant Improvement	HVAC/ Mechanical	Roofing	Other

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 ([insert link to the form here](#)) is required to be completed by Inspections and Plan Review and Environmental Health, Safety and Risk Management 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 48-hours prior to the event.

Contact EHSRM at Fire.EnvironmentalHealthSafety@utsa.edu regarding permitting for Fire Alarm, Fire Sprinklers and/or Commercial Kitchen Hoods

Applicant: _____ **Signature:** _____ **Date:** _____

IPR Approval Signature: _____ **Date:** _____