



Dear Developers/Contractors:

Thank you for your interest in the City of Orchard. To help you better understand the City's development policies, the City of Orchard has assembled this guide for your use.

This guide is designed to provide you with the general information you need in order to develop in the City of Orchard. It is our intent to make the sometimes-complex development process easier. Whether you're a first-time developer, just new to Orchard, or an experienced developer planning a different type of development, we think you will find this guide helpful.

The City of Orchard staff will serve as your liaison helping to expedite the permit process and coordinate any department reviews that may be required. In the meantime, please review this guide and call us regarding any questions you may have.

We look forward to working with you.

Sincerely,

City of Orchard



FREQUENTLY USED CONTACTS

Code Enforcement

Chrissy McGee
Orchard, TX
979-627-3898

Water & Sewer Taps

City of Orchard
979-478-6893

Address & Pole Numbers

CenterPoint Energy
713-207-2222

Culverts

City of Orchard
979-478-6893

Brazos Elementary

979-478-6610

Post Office

979-478-6243



SAMPLES OF ENERGY CODE CONSULTANTS

Code Consultants, Inc.

Linda A. Taylor, CBO
Pearland, TX
281-851-5604

Code Consultants, Inc.

Ernest Taylor, III
Friendswood, TX.
281-554-4202
281-796-4415

C & C Engineering, Inc.

Brian McCanahay
Houston, TX.
713-560-1233

DPIS Engineering, Inc.

Brannon King
Tomball, TX.
281-351-0135

ABSOLUTE ENERGY RATERS

James Gee
20907 Auburn Trace Ct.
Katy, TX.
832-221-0300
info@laers.com

Arnold Cotton Code Intelligence Associates

energytexas@yahoo.com
arnoldcotton@sbcglobal.net
832-370-9357
832-483-4589

Fox Energy Specialists

Kat Cortelyou
Houston, TX
713-937-6060

Mikayla Architects

Michael Herman
Houston, TX. 77035
713-729-7550

MPS Energy Inspection

J.R. Sullivan
Crosby, TX.
281-324-3852

Bluegill Energy Management

Clayton Farmer
www.bluegillenergy.com
281-802-1224 (cell)

Jenergy Inspections, Inc.

3214 Federal
Pasadena, TX.
713-677-0087 (office)
832-690-7227 (cell)

THE CITY OF ORCHARD IS NOT RECOMMENDING ANY OF THESE COMPANIES; THESE ARE SOME OPTIONS THAT ARE AVAILABLE TO CHOOSE FROM.

ORCHARD RESIDENTIAL PLAN REVIEW CHECKLIST

Parcel Address	
Applicant's Name	
Phone Number	Date

Two (2) complete and legible sets of plans including all specs need to be submitted and include the following items before the plans are reviewed. The plans need to meet the 2012 International Residential Code.

1. Plot Plan & Site Plan with Drainage Plan
2. Survey
 - Showing all building lines and easements, if any
3. Legal property description
 - Shown on the survey
4. Floor Plan – ¼” drawings and all four elevations and sections
5. Foundation Plans & Details – ¼” drawings
 - Copy of termite treatment report (before the foundation inspection)
 - Driveway and parking detail (must meet City of Orchard Development Standards)
 - Finished floor elevation (must meet City of Orchard Development Standards,
 - Engineered with seal and signed
6. Framing Detail
 - Grade and size of lumber
 - Wall stud size, height, spacing, and detail
 - Rafter size, spacing and spans
 - Ceiling joist size, spacing and spans
 - Wood or Steel trusses shall be designed by an engineer with seal
 - Roof sheathing
 - Roofing materials
 - Header schedule
 - Installation material in wall and ceiling
 - Window size, type, and design
 - Interior wall covering
7. Electrical Layout- 2014 National Electrical Code
 - Electrical legend
 - Electrical service size and location
 - Location of electrical service (underground only)
 - Identify all appliances and verify if appliances are gas or electric
 - Location of smoke detectors, electrical outlets and fixtures, and arc-fault breakers
8. Mechanical Layout – 2015 International Mechanical Code
 - Location of unit for the inside and outside areas and the size of the unit
9. Plumbing Layout – 2015 International Plumbing Code
 - At least one three-inch (3”) vent is required

- Notate on the permit application what size water, sewer, and gas is needed

Two (2) sets of the 2012 International Energy Code compliance forms must be submitted to the City for residential & commercial buildings. Paperwork must be supplied from a third- party source verifying that the project is in compliance with the 2012 International Energy Code. The state has adopted the energy code for new commercial buildings and additions to such buildings. If you need more information regarding the energy code, the website is www.energycodes.gov. Also, it is the Builder's responsibility to contact a Certified Energy Code Inspector to conduct all energy code inspections, and to submit a copy of the Energy Code Report to the Planning & Community Development Department prior to scheduling the final inspections.

All builders must provide the City of Orchard with a Certificate of General Insurance Liability Insurance in the amount of \$100,000.00 (minimum). The insurance company must fax this to the City of Orchard at (979) 478-6893 and list the City of Orchard, P.O. Box 59, Orchard, Texas 77464 as the Certificate Holder, and mail the original. The City of Orchard currently accepts bonds in the amount of \$10,000.00.

Applicant's Signature	Date
Reviewed By	Date

Please note that plans will not be reviewed without all of the above-mentioned items. If you have any questions, please feel free to ask staff or call the office at (979) 478-6893.

Effective Date: June 1, 2018