



City of Hill Country Village
Residential
Construction/Development Packet

City Hall has developed this Construction/Development Packet to consolidate instructions, the permits required, and zoning rules for construction in the Village.

Please contact City Hall at 210-494-3671 if you have any questions.

Contents of this packet include the following:

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Summary of City codes related to development

Residential Lots (City Code Sec. 78-16b).

The entire Zoning Code may be viewed online at http://www.hcv.org/code_of_ordinances.htm.

	R-1 (Less than 4.5 acres)	R-2 (4.5 acres and up)
Setbacks	Front: 50 feet Side and rear: 25 feet	Front: 100 feet Side and rear: 50 feet
House size	May not be less than 1800 square feet	
Height	May not be more than 30 feet or two stories	
Outbuildings (detached)	A dwelling may also include the customary outbuildings: one barn, pool cabana not suitable for habitation, tool storage, workshop or studio area without plumbing, along with private garages and/or a carport to accommodate as many as five vehicles in the R-1 Residential District and seven vehicles in the R-2 Residential District.	
Servants' or Extended Family Quarters	Servants' quarters may not exceed 1,000 square feet in gross floor area, and may not be rented to anyone except domestic servants who are employed on the property full-time. Extended family quarters are not to exceed 1,000 square feet and are permitted for family use only; these quarters are not to be used for rentals.	
	In the R-1 District, a separate building for servants' or extended family quarters shall not be permitted, but servants' or extended family quarters may be attached to the main dwelling unit.	In the R-2 District, servants' or extended family quarters may be a separate building and they may be on one level above a garage, but such building may not exceed 30 feet in height. In any case, the architectural character of the servants' or extended family quarters shall be compatible with that of the main dwelling unit on the same lot.
Percentage of land coverage	Structures shall not exceed 30% of total ground area of a lot	Structures shall not exceed 20% of total ground area of a lot
Miscellaneous	TV Satellite dishes shall be situated to the rear of the residence.	
Fences (Code Ch. 14)	May not be more than 10 feet tall. May not contain barbed wire. Driveway gates shall be set back a minimum of 8 feet inside the property line.	
Septic System	Aerobic systems are required and must be installed at or below grade.	

Guide to Permits & Inspections

This is a guide to required permits and inspections. The following covers most situations regarding work requiring permits and necessary inspections.

Building/Construction	<ol style="list-style-type: none">1. New structures including a residence, garage, greenhouse, fence, barn, sauna, swimming pool, storage building, workshop, tennis court, outdoor play set, etc.2. Structural changes to existing structures, including interior and/or exterior walls, window additions and change-outs, 25% or more of roof areas, add-ons, etc.
Air Conditioning & Heating	<ol style="list-style-type: none">1. New installations2. Replacement or modification of existing systems.
Electrical	<ol style="list-style-type: none">1. New installations.2. Modifications to existing systems.3. Meter change outs or upgrades.
Plumbing	<ol style="list-style-type: none">1. New installations.2. Modifications to existing systems.3. Gas work of any kind.
Septic & Sewer	<ol style="list-style-type: none">1. New installations.2. Modifications to existing systems, including tie-ins as a result of changes to a residence.

Failure to obtain a permit prior to beginning construction:

First offense: Double the permit fee.

Second offense: Triple the permit fee.

City Staff will call the applicant with the price when the permit is approved and ready to be picked up at City Hall.

Inspections

Monday through Friday. Call 210-494-3671 between 8:30 a.m. and 4:30 p.m. for next day inspections. You must have your permit number.

Required inspections include:

Temporary meter loop (TML)

Plumbing rough-in (sleeve all PVC that will be encased in concrete)

Foundation with in-slab plumbing (sleeve all copper in slab)

Framing, prior to insulation (provide insulation certification letter to city) –

includes: plumbing top-out, electrical rough-in, HVAC rough-in, framing.

Final – includes: plumbing final, electrical final, HVAC final, building final.

Guide to Plan Submittal

This is a guide to plan submittal to obtain a building permit.
The following covers most situations regarding plan submittal:

When making application for a building permit please submit the following:

Residential

1. Provide two sets of plans: 1 digital and 1 paper.
2. Site plan showing the proposed location of all work. If a remodel, show location of existing structures and the septic system layout.
3. Foundation plan, designed and sealed by a structural engineer.
4. Floor plans and elevations.
5. Electrical and plumbing layout (may be included as a part of the floor plan).
6. Heating and air conditioning layout.
7. Construction detail sheet showing building materials, insulation, window construction, masonry, etc.
8. Certification that proposed construction will meet the current energy code (REScheck).

All work is to be performed according to the 2003 Editions of the International Code series (see adopting ordinance for amendments and exceptions). City Staff will call the applicant with the price when the permit is approved and ready to be picked up at City Hall.

Allow a minimum of 15 working days for plan review.