

WBS No: \_\_\_\_\_

App. Submittal Date: \_\_\_\_\_



DALLAS  
FORT WORTH  
INTERNATIONAL  
AIRPORT

**APPLICATION FOR CONSTRUCTION PERMIT**  
**DESIGN, CODE & CONSTRUCTION DEPARTMENT**  
3003 South Service Road, P.O. Box 612008, DFW Airport, TX 75261-2008  
PERMIT COORDINATOR – 972.973.1781

**Project Address / Location:** \_\_\_\_\_

**Project Name (Board Projects):** \_\_\_\_\_

<b>Type Of Work:</b>	NEW SHELL BLDG. <input type="checkbox"/>	NEW FINISHED BLDG. <input type="checkbox"/>	INTERIOR FINISH <input type="checkbox"/>	INTERIOR REMODEL <input type="checkbox"/>
	ENLARGE EXISTING BLDG. <input type="checkbox"/> OTHER <input type="checkbox"/> (DESCRIPTION)			
<b>Is this space currently vacant?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>		<b>Approval from Commercial Development?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>		

<b>Project Description:</b> _____	<b>Sq. Footage of Const.</b> _____
-----------------------------------	------------------------------------

<b>Total Value Of All Work:</b> \$ _____	<b>Unifier Time Code No.</b> _____
<b>TDLR Reg. No.:</b> _____	<b>WBS No.:</b> _____

<b>Applicant:</b> _____	<b>Application Date:</b> _____
<b>Applicant's Contact:</b> _____	<b>Phone No.:</b> _____
<b>Address:</b> _____	
<b>E-Mail:</b> _____	

<b>Design Professional:</b> _____	
<b>Contact:</b> _____	<b>Phone No.:</b> _____
<b>Address:</b> _____	
<b>E-Mail:</b> _____	

<b>Contractor:</b> _____	
<b>Contact:</b> _____	<b>Phone No.:</b> _____
<b>Address:</b> _____	
<b>E-Mail:</b> _____	

I agree to abide by all laws and provisions governing this construction, including the Submittal Requirements and Terms and Conditions described herein, and hereby certify that I have read and examined this application and know the same to be true and correct.

**Applicant's Signature:** \_\_\_\_\_

## SUBMITTAL REQUIREMENTS

The Applicant shall submit Items A through D and F listed below. The Contractor shall submit the documents listed in Item E after award of the Contract and issuance of the Construction Permit.

- A. Complete and dated plans and specifications (including traffic control plans if applicable) of sufficient clarity to indicate the location, nature and extent of the work proposed and with sufficient detail to indicate that the proposed work conforms to the provisions of the Dallas/Fort Worth International Airport Construction and Fire Prevention Standards and other applicable laws, statutes, orders, and regulations. Where required by law, plans and specifications shall be prepared by an architect, engineer or other design professional licensed in the State of Texas, and such final plans and specifications shall bear the seal of the design professional responsible for their preparation.
- B. If applicable, completion of an Airspace Study Application form is required. Approval from the Federal Aviation Administration (FAA) is required for projects resulting in a change to the Airport Layout Plan or for the use of cranes and certain other construction equipment. Permits for construction will be limited until required FAA approvals are obtained.
- C. Applicant will be contacted by a representative of the Environmental Affairs Department (EAD) to schedule an interview with the Applicant and/or Applicant's Contractor to complete an Environmental Compliance Checklist (ECC). A Construction Permit cannot be issued until EAD provides the Permits Administrator with environmental conditions of the Permit.
- D. Payment of Plan Review and Permit Fees must be paid at the Building Official's office by credit card. Furnish to the Building Official a Certification Letter (internal memorandum or e-mail for Airport Board projects) or a copy of the construction contract stating the estimated cost of construction.
- E. Prior to proceeding with the installation of fire protection or fire alarm systems, the Contractor shall submit electronic copies of shop drawings, hydraulic calculations and related submittal data to the Permit Coordinator ([dfwsubmittals@dfwairport.com](mailto:dfwsubmittals@dfwairport.com)), who will forward them for review to the Bureau of Fire Prevention, DFW Airport Department of Public Safety (DPS). Work related to these systems may not proceed until the shop drawings have been approved.
- F. A plan review must be completed by a Registered Accessibility Specialist (RAS) prior to construction and be inspected by that RAS after construction. The following information and documents must be provided to the DFW Airport Accessibility Administrator:
  - A. A copy of the TDLR project registration or the EABPRJ project number assigned by TDLR to this project.
  - B. A copy of the TAS plans review results.
  - C. Copy of any variance granted by TDLR for this project.
  - D. Copy of final TDLR inspection report (upon completion).

A certificate of occupancy (C.O.) will only be issued once the approved Final TDLR inspection report has been submitted to the DFW Airport Accessibility Inspector, all final inspections have been approved, and as-builts have been received.

Additional information regarding the TDLR and TAS requirements can be found at <http://www.license.state.tx.us/AB/ab.htm>

If a Registered Accessibility Specialist (RAS) will perform plan review or inspection, provide the following information:

Name of RAS \_\_\_\_\_  
Address \_\_\_\_\_  
City, State Zip \_\_\_\_\_  
Phone and Fax Numbers \_\_\_\_\_  
E-mail address \_\_\_\_\_

## TERMS AND CONDITIONS OF THE PERMIT

1. The Permit Applicant shall not commence performance of any work prior to posting a fully executed and approved copy of the Permit in a visible location convenient to the site of the work. The issuance or granting of a permit or approval of plans and specifications shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of the Dallas/Fort Worth International Airport Construction and Fire Prevention Standards or the Codes adopted thereunder. No permit presuming to give authority to violate or cancel the provisions of these Standards and Codes shall be valid. The issuance of a permit based upon plans, specifications and other data shall not prevent the Building Official or Fire Chief from thereafter requiring the correction of errors in plans, specifications and other data, or from preventing building operations being carried on when in violation of the referenced Standards and Codes.
2. The Permit Applicant shall comply with such Federal, State and local laws, statutes, orders and regulations as may be legally applicable to the work to be performed under the Permit. The Permit Applicant shall protect the lives and health of the public and comply with all safety standards required by Federal, State and local law and any additional standards customarily employed in connection with the type of work being performed or the conditions at the site.
3. For tenant construction projects, the Permit Applicant shall indemnify and hold harmless the Cities of Dallas and Fort Worth, the Airport Board, and all of their respective officers, agents and employees from any loss, damage, liability, or expense because of damage to property or injuries to persons (including death) arising from any negligent act, omission, or breach on the part of the Permit Applicant, its agents, employees and contractors in connection with this Permit or from any breach of any of its obligations under this Permit. The Permit Applicant shall defend, at its own expense, any suits or other proceedings brought against the Cities of Dallas and Fort Worth or the Airport Board, their officers, agents and employees, or any of them, based on any alleged negligent act, omission, or breach of the Permit Applicant, its employees, agents or contractors in connection with this Permit, or from any breach of any of its obligations under this Permit, and shall pay all expenses and satisfy all judgements which may be rendered against the Airport Board or the Cities of Dallas and Fort Worth, their officers, agents, or employees, based upon such negligent act, omission or breach.
4. For tenant construction projects, the Permit Applicant must maintain on file with the Airport Board certificates of insurance evidencing all required coverage and special provisions. It is the responsibility of the Tenant to require and verify that the Tenant's contractor has adequate insurance coverage.
5. The Permit Applicant shall maintain at the site of the work the Permit, approved plans, specifications and other approved documents.
6. Work shall not be done on any part of the building, structure, etc., for which this Permit is issued beyond the point indicated in each successive inspection without first obtaining the approval of the Building Official. Such approval shall be given only after an inspection has been made on each successive step in the construction as indicated by each of the inspections required by the above referenced Standards and Codes.
7. No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the Building Official has issued a Certificate of Occupancy/Use therefor. For all construction projects, a Certificate of Occupancy/Use will be issued after the following conditions have been met:
  - A. Satisfactory completion of all items requiring corrective work following a final inspection.
  - B. Delivery of the completed Environmental Close-out Checklist to the Building Official. This Checklist is attached to the Permit at the time of its issue.
  - C. Delivery of certified as-built drawings of construction plans and one set of blue-line prints of the fire alarm system shop drawings and the fire protection system shop drawings including hydraulic calculations. Provide one set of as-built specifications reflecting the actual materials, equipment and products installed, including manufacturer and model number. The Permit Applicant's contractor shall certify the completeness and accuracy of the as-built documents by signing each mylar drawing sheet below the following statement:

"To the best of (insert name of contractor)'s belief and knowledge, the as-built conditions shown on this drawing constitute an accurate and complete depiction of the manner in which this portion of the Work was actually installed.
  - D. For all projects, also provide as-built drawings in electronic media. All file transfers shall be written to a 650MB Compact Disc compatible with a standard FAT or NTFS file system. Files shall be placed on the CD uncompressed in the file format specified in the DFW Airport CADD Standards Manual. The CD shall be delivered in a standard CD jewel case, and both the CD and the jewel case shall be appropriately labeled.
8. Permit Expiration: This Construction Permit shall become invalid unless the work on the site is commenced within 180 days after its issuance, or if the work is suspended or abandoned for a period of 180 days after the time the work is commenced. The Building Official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extensions shall be requested in writing with justifiable cause demonstrated.