



Residential Storm Shelter Handout

Building permit must be obtained by the owner of the property, acting as the building contractor, or by a building contractor. Separate plumbing, mechanical and electrical permits are required.

Note:

1. Homeowners, with proof of homestead, may obtain a plumbing permit.
2. A licensed electrician and a mechanical contractor registered with the City of Mansfield must obtain any necessary electrical and mechanical permits.

SUBMITTAL REQUIREMENTS:

1. **RESIDENTIAL BUILDING PERMIT APPLICATION:** The following information must be provided:
 - a. The address and legal description of the property
 - b. The name, address and contact number of the property owner
 - c. The name, address, phone number and fax number of the person doing the work, if other than homeowner
 - d. Square footage of the addition or remodel
 - e. Valuation or construction cost
2. **SET OF PLANS WHICH INCLUDES:**
 - a. Site plan (also called plat survey or plot plan) which shows:
 1. Exact location and size of the storm shelter,
 2. Distance to property lines if located outside structure footprint, and
 3. Location of all existing detached structures and/or swimming pool, as applicable.
 - b. Overall floor plan may be required based on shelter location and shall include:
 1. Label all rooms (example: bedroom, kitchen, restroom, etc.),
 2. Location and size of all windows in or adjacent to storm shelter, and
 3. Note location of walls to be removed or added, if any.
 - c. In-ground storm shelter requires plans prepared by a Licensed Professional Engineer.

Footnotes:

- a. The Building Permit Application is available on our web site at www.mansfield-tx.gov/ or at the Development Services permit counter.
- b. The proposed storm shelter may require the installation of smoke detectors in all bedrooms, outside each separate sleeping area and on each additional story.

Questionnaire:

1. Is the storm shelter Pre-manufactured Site Constructed
 Above-Ground Below-Ground
2. Has the storm shelter been verified by an independent, registered engineer that the shelter you offer complies in all respects to existing quality standards; currently the FEMA P-320, the ICC 500-2008 and the National Storm Shelter Association (NSSA) Standard available at www.nssa.cc ? This verification must include evidence of successful debris impact testing including door. If yes; provide sealed engineering report or verification letter.
3. Plans sealed by a professional engineer licensed in the state of Texas that addresses the following issues:
 - a. Has the structure been designed to handle hydrostatic pressures?
 - b. Is the shelter ballasted to prevent uplift from buoyancy of saturated soils?
 - c. Is the shelter able to resist deterioration from moisture and/or corrosive soils?
 - d. Is the shelter adequately sealed to prevent water leakage?
 - e. Is the shelter adequately vented to provide breathing air for maximum occupancy and to relieve atmospheric pressure changes accompanying tornadoes?
 - f. Do the steps or ladders comply with NSSA or OSHA standards?
 - g. The engineer will also need to provide the City of Mansfield a letter that the existing house foundation will not be compromised.

After installation, the engineer will provide a letter that the shelter was installed according to all requirements of the International Residential Code and to manufacturer's specifications.