



Storm Shelter Permit Requirements

Applicant shall provide the following:

In Ground Shelter

1. Site plan – indicate setback distances of unit from each property line – minimum 10 feet from any property line. (A survey verifying setbacks may be required for any accessory building installation). Or location of Shelter within the full Floor plan.
2. Provide documentation of door impact test through Texas Tech Wind Science and Engineering Research Center.
3. Provide an engineered detail of the unit sealed by a Texas licensed engineer.
4. Provide a Serial Number and or Certificate of Installation of the manufacturer or distributor.
5. Provide documentation verifying the unit meets the requirements for 2021 IRC Section R323*.

Above Ground Shelter / “Safe Room”

1. Site plan indicating location in house or on lot.
2. Engineering details for enclosure and anchoring system sealed by a Texas licensed engineer.
3. Mark the location of foundation post tension cables on the floor (they must be located by x-ray or other means) to ensure the cables are not damaged by installation of the anchoring system.
4. Provide documentation of door impact test through Texas Tech Wind Science and Engineering Research Center.
5. Provide a Serial Number and or Certificate of Installation of the manufacturer or distributor.
6. Provide documentation verifying the unit meets the requirements for 2021 IRC Section R323*.

*Section R323 Storm Shelters

R323.1 General. This section applies to the construction of storm shelters when constructed as separate detached buildings or when constructed as safe rooms within buildings for the purpose of providing safe refuge from storms that produce high winds, such as tornados and hurricanes. In addition to other applicable requirements in this code, storm shelters shall be constructed in accordance with ICC/NSSA-500.

(Permitting Note: if the unit is to be wired for electrical (light or outlet, etc.) then include the master electrician information on the permit application. Electrical is included in the permit fee.)