

**AN ORDINANCE OF THE CITY OF COPPELL, TEXAS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF COPPELL, TEXAS AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 15, ARTICLE 15-1, “BUILDING CODE,” TO TITLE IT “CONSTRUCTION CHAPTER” AND TO ADOPT THE NEW SECTION 15-1 AS THE CITY OF COPPELL’S CONSTRUCTION CHAPTER; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY FOR VIOLATION OF THIS ORDINANCE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE; EXCEPT HOWEVER, WHERE A DIFFERENT PENALTY HAS BEEN ESTABLISHED BY STATE LAW FOR SUCH OFFENSE WHICH IS A VIOLATION OF ANY PROVISION OF LAW THAT GOVERNS FIRE SAFETY, ZONING, OR PUBLIC HEALTH AND SANITATION, INCLUDING DUMPING OF REFUSE, THE PENALTY SHALL BE A FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF COPPELL, TEXAS:**

**SECTION 1.** That the City of Coppel Code of Ordinances be, and the same is, hereby amended by amending Chapter 15, Article 15-1, to establish the City of Coppel’s Construction Ordinance to read as follows:

**CHAPTER 15-1. CONSTRUCTION CHAPTER**

**Sec. 15-1-1 Construction Ordinance Established:**

This chapter and the sections of ordinance pertaining to construction establishes the requirements of the City of Coppel for all persons engaged in activities governed by the

adopted building and zoning codes and ordinances, and the properties affected by such activities.

**Sec. 15-1-2. Contractor Registration.**

**(a) Registration Required.** Any person or firm performing work which requires a permit as stated in the adopted building codes and ordinances of the City must first register with the City of Coppell as a contractor through the administrative processes in place at the time of application or registration renewal.

**(1) Exception:** A homeowner performing work on their primary residence and its property (referred to as a homestead) may register as a contractor to perform work on their own property without having to meet the general liability insurance requirements of a general contractor.

**(b) False Representation in Registration Deemed Unlawful.** It shall be unlawful for any person, firm, or corporation to represent themselves or a business as a registered contractor in the City of Coppell without having first properly registered with the City, or to falsely identify a registered contractor on a permit without the registrant's consent.

**(c) Transfer of registration.** It shall be unlawful for any person, firm, or corporation to lend, rent, or transfer a contractor registration issued by the City of Coppell to another person, firm, or corporation for any purpose.

**(d) Revocation of registration.** A contractor registration issued by the City of Coppell may be revoked by the Chief Building Official for the following:

**(1)** Falsification of any portion of an application for registration or falsification of an inspection result.

**(2)** Any person, firm, or corporation who has been found guilty in municipal court of violations of this code.

**(3)** Threatening or abusive behavior towards City staff or City representatives.

**(4)** Continuous disregard for, or refusal to comply with, City policies, building codes, and ordinances.

**(e) Notice of revocation of contractor registration.** The Chief Building Official shall provide proper notice in writing to the person, firm or corporation holding a

contractor registration of the revocation of their registration. Notice shall be deemed effective on the post date of certified mail.

- (f) Appeal of revocation.** The holder of a revoked registration may appeal the decision of the Chief Building Official by requesting a public hearing made in writing to the Chairman of the Board of Adjustment within ten (10) days of the posted date of the certified letter noticing the revocation. The Board of Adjustment shall meet at the next scheduled meeting and consider the appeal.

**Sec. 15-1-3 Plans and specifications.** With each application for a permit, and where required by the Chief Building Official or designee for enforcement of any provision of this Code, plans, specifications and calculations shall be submitted in the quantity deemed necessary by the Chief Building Official or designee. When deemed necessary to ensure code compliance, the Chief Building Official or designee may require plans and specifications to be prepared by an architect or engineer licensed by the State of Texas. All drawings, specifications and accompanying data involved with the practice of architecture or engineering shall comply with state and local laws governing the practice of architecture or engineering, and acceptable industry standards.

- (a) Information on plans and specifications.** Plans and specifications shall be drawn to scale and submitted in accordance with the administrative process in place. All documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of the relevant code and all relevant laws, ordinances, rules and regulations.

**Sec. 15-1-4. Allowable work hours.** There shall be no construction activity related to the erection, excavation, demolition, alteration, or repair of any building, fence, swimming pool, spa, flatwork, structure, or accessory structure outside the allowable work hours of 7:00 a.m. to 7:00 p.m., Monday through Friday; and 9:00 a.m. to 7:00 p.m. on Saturdays, Sundays, and federally recognized holidays.

The City Manager or designee may issue a written permit to exceed these hours for reasons determined by the city manager or designee to be necessary for the public's health, safety, or welfare.

**Sec. 15-1-5. Construction site conditions.** It is the responsibility of the property owner and the permit holder to ensure that the entirety of the area affected by the scope of work is maintained accordingly:

- (a) Trash must be completely contained below the overfill line in a dumpster supplied by the City's waste hauling vendor at all times.
- (b) City streets, alleys, curbs, and sidewalks must be protected from damage. Any damaged streets, alleys, curbs, or sidewalks must be repaired by the property owner and the contractor according to the requirements of Public Works.
- (c) No construction materials or equipment may be stored in the City's R.O.W. (right-of-way) or on a property other than the permitted property without written, irrevocable consent from that property's owner.
- (d) Construction materials that are not listed for direct exposure to the elements that will be stored on site must be protected from the elements.
- (e) Vehicles associated with the project cannot be parked in, or otherwise block, a fire lane or block access to a public road unless approved by the City's Fire Marshal and the Coppell Police Department.
- (f) Adequate restroom facilities must be provided and maintained on the permit site, out of the City's ROW, for the maximum number of workers on site per day.
- (g) All job sites will adhere to OSHA standards and ensure the safety of City staff on site. Failure to provide a safe environment for City staff will result in the requested inspections being failed and no further inspections performed on site until the site has been made safe.

**Sec. 15-1-6 Permits.** In addition to the requirements set forth in the adopted codes, the following permit requirements shall be observed:

- (a) City-issued building permits shall be posted in a conspicuous location observable from the street the structure is addressed from as well as the alley if the location is served by an alley.
- (b) City-approved plans must be on site at all times. Any deviations from the approved plans will result in no inspections being performed until the plans are resubmitted and approved

by the City. Continued deviations from the approved plans will result in citation and permit revocation.

**Sec. 15-1-7 Temporary Construction fence.** A temporary construction fence may be applied for on residential and commercial properties where a building permit has been issued. The temporary fence may be chain link with or without screening. The fence and all screening must be maintained to a like-new condition. The temporary fence may only be on site while the permit is issued. Any property where the primary building permit has expired will require the removal of the fence or will be found to be in violation of the City's fence ordinance.

**Sec. 15-1-8 Inspections.** All work for which a permit is required by this code shall be subject to inspection by the Chief Building Official or designee. No portion of any scope of work intended to be concealed shall be concealed until inspected and approved. The Chief Building Official or designee, nor the City shall be liable for expenses entailed in the removal or replacement of any material necessary to allow inspection.

**(a) Inspection requests.** It shall be the duty of the permit holder to notify the Chief Building Official or designee that such work is ready for inspection at least one working day before such inspection is desired. Such requests shall be made through the administrative process in use. It shall be the duty of the permit holder to provide access to and means for proper inspection of such work.

**(b) Reinspections.** A reinspection fee may be assessed for each inspection or reinspection when such portion of work for which inspection is called is not complete or when required corrections are not made. Reinspection fees may be assessed when the approved plans are not readily available to the Inspector, for failure to provide access on the date for which inspection is requested, or for deviating from plans requiring the approval of the Chief Building Official or designee. In instances where reinspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.

**SECTION 2.** If any section, subsection, paragraph, sentence, phrase or work in this ordinance, or application thereof to any person or circumstance is held invalid by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this ordinance, and the City Council of the City of Coppell, Texas hereby declares it would have enacted such remaining portions despite any such invalidity.

**SECTION 3.** That the repeal of any ordinance or any portion thereof by the preceding sections shall not affect or impair any act done or right vested or accrued or any proceeding, suit or prosecution had or commenced in any cause before such repeal shall take effect; but every such act done, or right vested or accrued, or proceedings, suit or prosecution had or commenced shall remain in full force and effect to all intents or purposes as if such ordinance or part thereof so repealed shall remain in force.

**SECTION 4.** That any person, firm or corporation violating any of the provisions of this ordinance or the Code of Ordinances as amended hereby, shall be guilty of a misdemeanor and upon conviction in the Municipal Court of the City of Coppell, Texas, shall be subject to a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense; and each and every day such offense is continued shall constitute a new and separate offense.

**SECTION 5.** That this ordinance shall become effective immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

**DULY PASSED** by the City Council of Coppell, Texas, this the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**APPROVED:**

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**WES MAYS, MAYOR**

**ATTEST:**

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**ASHLEY OWENS, CITY SECRETARY**

**APPROVED AS TO FORM:**

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**ROBERT HAGER, CITY ATTORNEY**