



# COMMERCIAL BUILDING PERMIT APPLICATION

## BUILDING & COMMUNITY SERVICES

DATE \_\_\_\_\_

PERMIT NO. \_\_\_\_\_

### PROPERTY DESCRIPTION

PROJECT ADDRESS \_\_\_\_\_ PROPERTY OWNER NAME \_\_\_\_\_

LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ SUBDIVISION \_\_\_\_\_ PROPERTY OWNER ADDRESS \_\_\_\_\_

PROJECT NAME \_\_\_\_\_ PROPERTY OWNER PHONE # \_\_\_\_\_

TDLR PROJECT NUMBER \_\_\_\_\_ CONTACT NAME \_\_\_\_\_  
(Required on all projects over \$50,000 construction value)

### DESCRIPTION OF PROJECT

CONSTRUCTION VALUE \$ \_\_\_\_\_ SQUARE FEET UNDER ROOF \_\_\_\_\_

WATER METER SIZE \_\_\_\_\_ IRRIGATION METER SIZE \_\_\_\_\_ CITY SEWER AVAILABLE \_\_\_\_ Yes \_\_\_\_ NO

### SUBCONTRACTORS

### ELECTRIC UTILITY PROVIDER

Electrical Contractor: \_\_\_\_\_

Plumbing Contractor: \_\_\_\_\_

Mechanical Contractor: \_\_\_\_\_

\_\_\_\_ Oncor Electric

\_\_\_\_ Hilco Electric

### PERMIT APPLICANT INFORMATION

General Contractor \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_

City/State/Zip \_\_\_\_\_

E-Mail: \_\_\_\_\_

Signature of Permit Applicant \_\_\_\_\_

Please Print Name \_\_\_\_\_

Building Permit Fee \$ \_\_\_\_\_

(8700) Water Impact Fee \$ \_\_\_\_\_

(8800) Sewer Impact Fee \$ \_\_\_\_\_

Roadway Impact Fee \$ \_\_\_\_\_

(3070) Meter Set Fee \$ \_\_\_\_\_

Utility Fees Entered by \_\_\_\_\_

Released for Construction \_\_\_\_\_

Date \_\_\_\_\_

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### SUBMITTAL CHECKLIST

The City has in effect the Unified Development Codes, the 2012 International Codes and the 2011 National Electrical Code. Please refer to these documents for preparation of your plans.

*Please allow minimum of (15) working days for review.*

The permit becomes null and void if work or construction authorized is not commenced within 180 days or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced.

If this permit is for a shell building, then each individual tenant will need to apply for a CO.

The Plan Review Fee is due at the time of application submittal.

**\*Submit (2) hard copies and (1) digital copy including the following:**

- **BUILDING PLANS** **SIZE: 24" x 36"**
  - Elevations
  - Approved Plat
  - Floor plan
  - Roof plan
  - Door, window, and hardware schedule
  - Structural plans
  - Foundation plan designed by a State of Texas licensed professional engineer
  - Construction details: interior and exterior wall sections, interior finish, interior elevations, etc.
  - Mechanical, electrical (including riser diagram), and plumbing (including riser diagram) plans.
  - Fire protection plan for fire-rated walls, ceilings, and floors (if applicable)
  - Architect's or engineer's seal and signature as required by state law
  - Site Plan- Location of building on property and setbacks
  - Civil Plans
  
- **ENERGY PLANS** **SIZE: 8.5" x 11"**
  - COMcheck or equivalent energy code compliance report

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR PERFORMANCE OF CONSTRUCTION.

Signature of Applicant

Date