

Permit Application

JOB ADDRESS: _____

Project Type: ☐ Residential ☐ Commercial ☐ Floodplain Development

Permit Type:

☐ New Construction ☐ Electrical ☐ Demolition ☐ Roofing
☐ Remodel/Addition ☐ Mechanical* ☐ Fence ☐ Accessory Building
☐ Tenant Finish-Out ☐ Plumbing*/OSSF ☐ Swimming Pool ☐ Other: _____

Applicant Name: _____ Contact Number: _____
Mailing Address: _____ Alt. Phone: _____
City: _____ State: _____ Zip: _____ Email: _____

Property Owner: _____ Contact Number: _____
Mailing Address: _____ Alt. Phone: _____
City: _____ State: _____ Zip: _____ Email: _____

Contractor: _____ Contact Number: _____
Mailing Address: _____ Alt. Phone: _____
City: _____ State: _____ Zip: _____ Email: _____

Job Description (Scope of Work):

Fixture Count* (Plumbing): _____ Tonnage* (Mechanical): _____
Construction Value/Job Value: \$ _____
Total Square Feet: _____ Total AC Square Ft: _____

All New Construction, Remodel, Addition, Tenant Finish Out, and any other project requiring plan submittal must be submitted in PDF format on a CD, flash drive, or upload via MyPermitNow.

All information on the residential/commercial plan review checklist must be provided in full at the time of submittal. If information is not submitted in full, the plan review process will cease and all information will be given back to the applicant.

Separate permits are required for NPS, signage, pools, fences, floodplain development, mechanical, plumbing and electrical work. All permits must be posted at the job site and visible from the right-of-way. Failure to post permits will delay inspections and may result in a stop work order.

I hereby certify that the work covered by this application is authorized by the owner in fact and that I am authorized to make this application. I further certify that the information shown above is true and correct, and I agree to comply with all of the applicable city codes and ordinances, and laws of the state of Texas, and the approved plat, plan and specifications. I further certify that I will use the subcontractor listed and approved or will contact the Development Services Department for a change order.

Signature of Applicant: _____ Date: _____