



APPLICATION FOR COMMERCIAL BUILDING AND NON-SINGLE FAMILY RESIDENTIAL

BUILDING SERVICES

DATE _____

PERMIT NO. _____

PROPERTY DESCRIPTION – PROPERTY MUST BE PLATTED

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)

WORK ACTIVITY & USE OF BUILDING

Type of Proposed Improvements	Construction Value	Occupancy Classification
<input type="checkbox"/> New Building	\$ _____	_____
<input type="checkbox"/> Other - Please Describe (Type of Construction) _____	Description of Project _____	_____

AREA IN USE

Total Square Feet _____	Building Lines (Setbacks) Facing the Property:
Area within the Floodway or Flood Plain ____ Yes ____ No	Front _____ Rear _____
Asbestos Survey ____ Yes ____ No Meter Size _____	L. Side _____ R. Side _____
See reverse side for details	

SUBCONTRACTORS MANDATORY Required to be registered with City prior to issuance of permit

UTILITY PROVIDER check one

- | | |
|---|----------------------------------|
| <input type="checkbox"/> Electrical Contractor: _____ | _____ Oncor Electric & Atmos Gas |
| <input type="checkbox"/> Plumbing Contractor: _____ | _____ Tri-County Electric |
| <input type="checkbox"/> Mechanical Contractor: _____ | |
| <input type="checkbox"/> Concrete Contractor: _____
(Required for Sidewalks and Approaches only) | |

PERMIT APPLICANT INFORMATION – please print

<input type="checkbox"/> General Contractor _____	Contact Name _____
Address _____	Phone # _____
City/State/Zip _____	E-Mail: _____

Signature of Permit Applicant _____	Please Print Name _____
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Building Permit Fee	\$ _____	Electrical Fee	\$ _____	Water Impact Fee	\$ _____
Plan Review Fee	\$ _____	Mechanical Fee	\$ _____	Sewer Impact Fee	\$ _____
Contractor Registration	\$ _____	Plumbing Fee	\$ _____	Roadway Impact Fee	\$ _____

Released for Construction _____ Date _____

Comments _____



APPLICATION FOR COMMERCIAL BUILDING / NON-SINGLE FAMILY RESIDENTIAL PERMIT

BUILDING SERVICES

SUBMITTAL CHECKLIST

THIS APPLICATION IS TO BE PRINTED AND LEGIBLY COMPLETED BY THE GENERAL CONTRACTOR. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

The City has in effect the Unified Development Codes, the 2015 International Building Code and the 2014 National Electrical Code. Please refer to these documents for preparation of your plans.

COMMERCIAL / NON-SINGLE FAMILY RESIDENTIAL REQUIREMENTS:

1 BUILDING PLANS (FIVE sets - NEW CONSTRUCTION / FOUR sets - FINISH-OUTS/REMODELS/ALTERATIONS) PLUS ONE complete set on CD in PDF format to include:

** - Required for Finish-outs/Remodels/Alterations

Elevations

2 SITE PLAN that shows location of building on property and setbacks bound separately from building plans.

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.**

COMcheck or equivalent energy code compliance report**

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**

3 CIVIL PLANS Four sets of Paving, Drainage and Utility Plans prepared by a Texas-Registered Civil Engineer bound separately from building plans

Developments requiring off-site infrastructure improvements (road and utility extensions) must include Construction Plans. An approved site plan shall accompany all construction plans for non-residential construction. **The Plan Review Fee is due at the time of application submittal.** Please allow a *minimum* of 15 working days for review and comments. No construction may begin, including setting form boards and lot grading, until a permit has been issued.

Food establishments and/or food handling businesses are required to contact the Tarrant County Health Department for separate permitting and inspection procedures. Contact TCHD by calling 817-321-4960.

4 ASBESTOS SURVEY

Senate Bill 509 requires municipalities to verify that an asbestos survey has been conducted prior to issuing a permit for renovation, alteration, or demolition of a public or commercial building.

Was an asbestos survey performed in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP)?

____ Yes _____ Date of Survey

____ No - If the answer is No, then as the owner/operator of the renovation/demolition site, I understand that it is my responsibility to have this asbestos survey conducted in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP) prior to a renovation/demolition permit being issued by the City of Keller.

5 SWPPP / TCEQ STORM WATER PERMIT (required for lots one acre and above)

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.

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

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KELLER TEXAS 76248

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