



(NEW) COMMERCIAL BUILDING PERMIT APPLICATION

BUILDING SERVICES

FORM# 1401

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 \$ _____ OCCUPANCY CLASSIFICATION _____

TOTAL SQUARE FEET _____ WATER METER SIZE _____

SUBCONTRACTORS

REQUIRED TO BE REGISTERED WITH CITY PRIOR TO ISSUANCE OF PERMIT

UTILITY PROVIDER

Electrical Contractor: _____

Plumbing Contractor: _____

Mechanical Contractor: _____

_____ Oncor Electric & Atmos Gas

_____ Tri-County 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	\$ _____	Electrical Fee	\$ _____	Water Impact Fee	\$ _____
Plan Review Fee	\$ _____	Mechanical Fee	\$ _____	Sewer Impact Fee	\$ _____
Contractor Registration	\$ _____	Plumbing Fee	\$ _____	Roadway Impact Fee	\$ _____

Released for Construction _____ Date _____

1100 Bear Creek Pkwy.
KELLER TEXAS 76248

P. O. Box 770
KELLER TEXAS 76244

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SUBMITTAL CHECKLIST

The City has in effect the Unified Development Codes, the 2015 International Codes and the 2014 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.

Food establishments and/or food handling businesses are required to contact the Tarrant County Health Department for separate permitting and inspection procedures. Verification of a passing Health Inspection must be provided in order to receive a Certificate of Occupancy for food establishments and/or food handling businesses.

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 (4) copies and (1) CD 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