CARROLLTON TEXAS

Commercial

This section office use only						
Application #		Receipt #				
Cash ☐		CC ☐		Phone order ☐		
Check #		Balance due				
Permit type		Plan #		TIFF #		

Date		Tax ID # (If applicable)	

● All application fees are non-refundable ● All credit card transactions include a 3% convenience fee ● Permits and approved plans must be posted on site as failure to post may result in re-inspection fee ● City will call when permit is ready for pickup ● Application must be completed in its entirety prior to submittal

Job address		Suite #	
Business name		Phone	
Contact person		Phone	

Check one: ☐ New building ☐ Existing building with new tenant

Any early release for electrical service prior to finals? Yes ☐ No ☐ (If yes, additional fees shall apply)

Describe business/building use			
Describe work being done			
Cost of work being done	$	TDLR-EAB#	

Is building equipped with an automatic fire sprinkler? Yes ☐ No ☐

Is building equipped with med gas or med vac? Yes ☐ No ☐		License #	

List any materials sold, stored or used by tenant:

# of square feet used for storage over 12 feet in height	
Maximum height (feet) at which commodities will be stored	

Areas:

Retail _____ sf. Manufacturing _____ sf. Other _____ sf.

Office _____ sf. Restaurant _____ sf. Total _____ sf.

Warehouse _____ sf. Church _____ sf.

☐ By signing below, 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 state or local law regulating construction or the performance of construction. The issuance of any permit neither exempts nor modifies any covenants, deed restrictions, city ordinances and/or state or federal laws, whether herein specified or not.

To have the City mail the permit and plans, please provide a correctly-sized, stamped, self-addressed envelope.

Provide contractor list and see additional checklist information on reverse side of application

Name		Signature	
Phone		Email	

Contractor List

General Contractor (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	
Electrical Contractor (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	
Mechanical Contractor (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	
Plumbing Contractor (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	
Paving Contractor (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	
Utility Contractor (contact person)		Carrollton ID#	
Company Name		Expiration	
Company Address		Phone	

Requirements Checklist

☐ 2 sets of plans (maximum size 24” x 36”)	
☐ Asbestos report	
☐ Energy compliance certifications (i.e. Com Checks)	
Total # of employees:	
Maximum # of employees on-duty day or night (parking analysis may be required):	
Zoning:	
Sup:	
Required parking:	
Type of construction:	
Flood plain? Yes ☐ No ☐	
Occupancy:	
Sewer fee:	
Use:	
Other:	
Comments:	