THE COLONY
City by the Lake

6800 Main Street, The Colony, TX 75056
Phone 972-624-3158

Commercial / Multiple Family Permit Application

Permit #: _____ Date: _____

Disk Provided:		❑ Yes	❑ No	
Certificate of Occupancy Submitted		❑ Yes	❑ No	❑N/A
Plumbing:	❑ Reg	❑ Not Reg	❑ Lic exp	
Mechanical:	❑ Reg	❑ Not Reg	❑ Lic exp	
Electrical:	❑ Reg	❑ Not Reg	❑ Lic exp	
General:	❑ Reg	❑ Not Reg	❑ Lic exp	

THIS APPLICATION IS FOR WORK BEING DONE FOR A COMMERCIAL OR MULTIPLE FAMILY BUILDING.
Incomplete application and/or submittal will delay the review process.
Three (3) full sets of plans AND an electronic .pdf, .jpg or .tif formatted disk of the plans are required to be submitted with application.
A Certificate of Occupancy Application shall be submitted in conjunction with New, Addition or Tenant Finish Out applications.
($50.00 SUBMITTAL FEE-ALL OTHER FEES ASSESSED DURING REVIEW)

❑ **Commercial** ❑ **Multiple Family**

❑ New ❑ Tenant Finish Out ❑ Remodel ❑ Addition ❑ Shell

Job Address: _____

Property Legal Description: Subdivision: _____

Lot: _____ Block: _____ Lot Size: _____ % of bldg coverage on lot: _____

Description of work: _____ Total valuation of work: _____

Use of building: _____ Zoning: _____

Construction Type _____ Occupancy Classification _____

Total Square footage of Building: _____ Number of stories: _____ Remodel Sq ft: _____

Square feet per floor: 1st _____ 2nd _____ 3rd _____ Number of units: _____

Bedrooms: _____ # Bathrooms: _____ Garage sq. ft.: _____ Patio / Porch sq. ft.: _____

Contact person: ❑ Applicant ❑ Property Owner ❑ Contractor ❑ Tenant

Name of applicant _____ Phone _____

Email _____

Property Owner

Name _____ Phone _____

Address _____ City _____ State _____ Zip _____

Contractor

Name _____ Phone _____

Address _____ City _____ State _____ Zip _____

Fax _____ E-mail _____

Tenant

Name _____ Phone _____

Address _____ City _____ State _____ Zip _____

Plumbing Valuation of Plumbing Work: _____

Name _____ Phone _____

Address _____ City _____ State _____ Zip _____

Mechanical Valuation of Mechanical Work: _____

Name _____ Phone _____

Address _____ City _____ State _____ Zip _____

Electrical Valuation of Electrical Work: _____

Name _____ Phone _____

Address _____ City _____ State _____ Zip _____

All property must be properly platted, zoned and all required public improvements installed before a building permit may be issued.
❑ I waive the statutory time limits in accordance with Chapter 245 of the Texas Local Government Code.

Applicant / Agent Name (PRINT) _____

Applicant / Agent Signature _____ Date _____

Revised 09/2016

Has an asbestos survey been performed? ❒ NO ❒ YES
❒ I hereby certify that an asbestos survey has been done in accordance with the Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP) for the area(s) being renovated and/or demolished.

Choose the method of compliance used for plan:
❒ Simplified Prescriptive Approach **(fill out remainder of form) New Construction Only.**
❒ Performance Testing Participation in an approved Energy Program. Name of Program:_____ **(attach copy of report)**
❒ Component Performance Approach **(attach COM check report, including envelope, lighting and mechanical compliance reports)**

All proposed construction shall comply with the 2012 IECC including COG amendments adopted by the City of The Colony.
Fill in table below if using the Simplified Prescriptive Approach. Third party to provide this information and perform inspection.

INSULATION REQUIREMENTS	
Ceiling	_____
Ceiling abutting roof	_____
Walls	_____
Floor over unconditioned space	_____
Floor over outside air	_____
GLAZING REQUIREMENTS	
U-factor	_____
Solar Heat Gain Coefficient	_____
HVAC SYSTEM REQUIREMENTS	
Glazing	_____%
SEER rating	_____

Statement of Compliance: The proposed building design represented in these documents is consistent with the building plans, specifications, and other calculations submitted with the permit application. The proposed building has been designed to meet the requirements of the International Energy Conservation Code including COG amendments adopted by the City of The Colony.

I hereby certify that I have the authority to make the necessary application; that all information in this application is correct and all work will comply with the most recently adopted International Building Codes and all other applicable state and local laws, ordinances, and regulations.

Applicant Signature: _____

Company _____ Date_____

Commercial Water Meter Size Calculator

Type of Fixture	Fixture Value		# of Fixtures	Total
Bathtub (Commercial)	4	x		=
Lavatory	2	x		=
Shower Head	4	x		=
Urinal (1" flush valve)	10	x		=
Urinal (3/4" flush valve)	5	x		=
Urinal (Flush tank)	3	x		=
Water Closet (Flush valve)	10	x		=
Water Closet (Flush tank)	5	x		=
Water Closet (Flushometer tank)	2	x		=
Washing Machine (8 lb)	3	x		=
Washing Machine (15 lb)	4	x		=
Drinking Fountain (3/8" valve)	0.25	x		=
Kitchen Sink (Hotel/Restaurant)	4	x		=
Service Sink (Offices, etc.)	3	x		=
			TOTAL	=

1. Domestic Flow Required? _____ GPM
   (Non-Residential & Multi Family)
2. Is the building to be sprinkled? Yes _____ No _____
3. Minimum Fire Flow Required? _____ GPM
4. Identify above all of the plumbing fixtures that will be installed.
5. Water Meter Size _____ Distribution Pipe Size _____

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Certificate of Occupancy Application

Permit #: _____ Date: _____
Approved by Planning: _____
Disk Provided: ☐ Yes ☐ No

THIS APPLICATION IS TO ALLOW OCCUPANCY TO A SPECIFIED SPACE IN ORDER TO CONDUCT BUSINESS.
ANY ALTERATIONS WILL REQUIRE A SEPARATE PERMIT TO BE SUBMITTED IN CONJUNCTION WITH THIS APPLICATION.
Incomplete application and/or submittal will delay the review process.
Tax ID# (Responsibility of the business owner.) Contact the State Comptroller's Office at http://www.window.state.tx.us/ or toll-free 1-800-252-5555.

($75.00 FEE)

☐ **New Business** ☐ **New Business Owner** ☐ **Business Name Change**
☐ **To be done at Building Final** ☐ **Temporary/Seasonal**

Business Address _____ Suite _____

Business Phone _____

Name of business as to appear on CO _____

Type of business _____ Total Sq ft _____

Occupancy Classification _____ Construction Type _____ Dining Sq ft (if applicable) _____

Flood Zone _____ Zoning _____ Parking Provided _____

# of stories _____ Avg. # of Employees _____

Business Owner Information:

Name _____ Phone _____

Address _____ City _____

State _____ Zip _____ E-mail _____

Property Owner Information:

Name _____ Phone _____

Address _____ City _____

State _____ Zip _____

General Information:

Obtain Certificate of Occupancy by: ☐ Pick up ☐ Mail

If requesting to have mailed, please indicate the location to send to: ☐ Business Address ☐ Business Owner ☐ Property Owner

Food Establishment: Yes ☐ No ☐

Fire Sprinkler: Yes ☐ No ☐

Alcohol Sales: Yes ☐ No ☐

Does your occupancy or business involve storage, sale, or use of the following:

Flammable or combustible liquids (10 gal. or more)	yes [ ] no [ ]	High piled storage of combustible items	yes [ ] no [ ]
Dust producing equipment or materials	yes [ ] no [ ]	Compressed gases	yes [ ] no [ ]
Explosives or ammunition	yes [ ] no [ ]	Fireworks	yes [ ] no [ ]
Magnesium	yes [ ] no [ ]	Paint/flammable material	yes [ ] no [ ]
Poisonous or hazardous chemicals or acids	yes [ ] no [ ]	Liquid Petroleum gas	yes [ ] no [ ]

Are the utilities on? _____ If "NO", an electrical and/or plumbing permit must be issued, finaled, and the utilities must be on before calling any inspections for CO final.

I hereby certify that I have the authority to make the necessary application; that all information in this application is correct and all work will comply with the most recently adopted International Building Codes and all other applicable state and local laws, ordinances, and regulations.

Applicant Name (PRINT) _____ Position _____

Signature _____ Date _____

Revised 10/12

STORM WATER POLLUTION CONTROL PERMIT FOR NEW COMMERCIAL AND RESIDENTIAL BUILDINGS AND ADDITIONS TO EXISTING BUILDINGS

Engineering Department
6800 Main Street
The Colony, Texas 75056

THIS FORM IS ONLY REQUIRED FOR PERMIT APPLICATIONS FOR NEW COMMERCIAL AND RESIDENTIAL BUILDINGS AND ADDITIONS TO EXISTING BUILDINGS.

Check the information included with this application:

☐ Copies of city approved Grading and /or Erosion Control Plans. An Erosion Control Plan is required for commercial, industrial, multifamily and /or residential subdivision construction. An Erosion Control Plan is not required for single lot, single-family residential construction unless it is part of a larger development. At a minimum, Erosion Control Plans and specs should illustrate and describe the BMPs to be used. For a single family lot, the grading plan should be taken from the approved civil engineering plans for the subdivision. If a grading plan was not approved for this lot with the subdivision plans, then one must be submitted and approved by the Engineering Department.

Grading and/or Erosion Control Plans shall be prepared by an engineer licensed to practice in Texas and shall meet the requirements specified in the Engineering Design Manual. Such plan(s) shall be an exact scaled engineering drawing with horizontal and vertical control with the following information:

(a) Property boundaries with address and lot and block with subdivision name or tract with legal description;
(b) Easements and rights-of-way on and adjacent to the property with address and lot and block with subdivision name or tract with legal description;
(c) Adjacent street names;
(d) Existing and proposed contours at one-foot intervals;
(e) Existing structures and utilities located above and below the ground surface that are on and adjacent to the property;
(f) North arrow, scale, date, and date of topographic survey;
(g) Drainage flow arrows with existing and proposed drainage structures with complete details and specifications;
(h) Limits of FEMA and ultimate floodplains with elevations;
(i) Limits of soil disturbance;
(j) Erosion control measures to be used during construction and permanent measures for post construction; and
(k) Location map.

☐ TCEQ Construction Site Notice, SWPPP, Notice of Intent (NOI).

☐ Three copies of this permit and city approved construction plans (which shall be kept on the job site by the Contractor at all times with the issued permit).

This permit does not in any way authorize the construction of any paving, structures, storm drain system, utilities or fill to be placed in the floodplain. The exception is the construction of necessary temporary haul roads, construction entrances, and ditches for drainage on the site, rock berms, or other erosion control measures as specifically shown on the plans released for construction.

Any area in which there may be public right-of-way, fire lane or floodplain must be compacted, tested and inspected per city requirements or the fill must be removed and properly compacted, tested and inspected at no cost to the City. This permit does not relieve the permittee from obeying all local, state and federal laws.

PERIOD OF PERMIT: Grading plan approval shall be effective for 180 days. If after 180 days, construction has not commenced, the plans must be resubmitted for approval. Construction and grading must be completed within 12 months of commencing construction or an extension must be approved by the City to continue work.

IS THIS APPLICATION A REQUEST FOR PERMIT EXTENSION? ☐ YES ☐ NO

_____
Signature (Must be signed by petitioner)

_____ _____
Date Print Name

Approved Approved with Stipulations (attached) Denied

_____
Engineering Department Date

_____
Planning Department Date