



**COMMERCIAL FINISH
OUT/REMODEL**

PERMIT APPLICATION

(Incomplete applications will not be processed.)

(Applications must be legible)

Please Note: This permit application is for work being done to finish out or remodel a space within an existing commercial building.

APPLICATION DATE _____

PERMIT ID: FO- _____

ADDRESS _____ **Retail Value** _____

LOT _____ **BLOCK** _____ **SUBDIVISION** _____

<p style="text-align: center;"><u>General Contractor</u></p> <p>Company Name:</p> <p>Contact Person:</p> <p>Address:</p> <p>Phone Number:</p> <p>Email Address:</p>	<p style="text-align: center;"><u>Tenant Information</u></p> <p>Business Name (exactly as it will appear on the Certificate of Occupancy card):</p> <p>Contact Person:</p> <p>Address:</p> <p>Phone Number:</p>
<p style="text-align: center;"><u>Property Owner</u></p> <p>Company Name:</p> <p>Contact Person:</p> <p>Address:</p> <p>Phone Number:</p>	<p style="text-align: center;"><u>Electrical Contractor</u></p> <p>Company Name:</p> <p>License Holder Name:</p> <p>Address:</p> <p>Phone Number:</p>
<p style="text-align: center;"><u>Mechanical Contractor</u></p> <p>Company Name:</p> <p>License Holder Name:</p> <p>Address:</p> <p>Phone Number:</p>	<p style="text-align: center;"><u>Plumbing Contractor</u></p> <p>Company Name:</p> <p>License Holder Name:</p> <p>Address:</p> <p>Phone Number:</p>

Backflow Tester

License Holder Name:

Address:

Phone Number:

Will you or your business be selling alcoholic beverages? **Yes** (On-premises consumption or Off-premises consumption only) or **No**

_____ If you checked "Yes" above, please initial to indicate that you understand and agree to the following: I understand that acceptance of this application form and/or approval of the permit for which I am applying does not constitute permission to sell alcoholic beverages. I further understand that I must make application to the Town Secretary's Office of the Town of Flower Mound for permission to sell alcoholic beverages and that I must be granted this permission by the Texas Alcoholic Beverage Commission (TABC) before I or my business can commence the sale of alcoholic beverages. Please contact the Town Secretary's Office at 972.874.6070 or townsecretary@flower-mound.com or see the TABC web site at <http://www.tabc.state.tx.us/> for more information.

Please initial if applicable (someone authorized to pull permits for the general contractor must initial):

_____ 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 removed and/or demolished.

Total Square Footage (Under Roof) _____

The following information should be obtained by using the 2006 International Building Code to review this project. All information must be provided on this application and on the cover sheet of the plans submitted with this application.

Building Construction Type _____ Occupancy Classification _____ Occupant Load _____

Number of exits required _____ Number of exits provided _____

Total egress width required _____ Total egress width provided _____

Maximum travel distance required _____ Maximum travel distance provided _____

TDLR# _____ Separated or Non-separated? _____

Permits will not be processed until the following documents and information are provided:

_____ Complete Plans*

_____ Suite Layout of Building (all tenants in the building must be identified on this layout)

_____ A Detailed Outdoor Lighting Design (if applicable)* _____ Cut Sheets For Door Hardware

_____ TDRL Information* _____ Energy Compliance Information*

_____ Architectural Seal on Plans (if applicable)** _____ Engineer's Seal on Plans (if applicable)***

*See "Commercial Construction Information Packet" for more details.

** See "Texas Board of Architectural Examiners Flow Chart" for applicability.

*** See "The Texas Engineering Practice Act" for applicability.

Will Special Inspections be required for this project? _____ (2006 IBC Sec. 1704)

If yes, "Statement of Special Inspections" is required to be submitted with this application. (2006 IBC Sec. 1705)

Time limitations of applications. An application for a commercial finish out/remodel permit shall be deemed to have been abandoned 45 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued; except that the building official is authorized to grant one or more extensions of time for additional periods not exceeding 45 days each. The extension shall be requested in writing and justifiable cause demonstrated. In addition, every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 45 days after its issuance.

Expiration of Permit. Every commercial finish out/remodel permit issued by the building official under the provisions of this code shall expire by limitation and becomes null and void if work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. For this section, suspended or abandoned will be defined as an elapsed time of 180 days between any two approved required inspections. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated. Once a permit becomes invalid and before such building or work can be recommenced, a new permit shall first be obtained to do so, and the fee therefor shall be one-half the amount required for a new permit for such building or work, provided no changes have been made or will be made in the original plans and specifications for such building or work and provided further that such suspension or abandonment has not exceeded one year. In order to renew action on a permit after expiration of more than one year, the permittee shall pay a new full permit fee. A contractor's registration may be placed on hold or suspended by the building official, preventing any additional permits being issued, if the contractor fails to meet the above timeframes or other items listed in Section 18-32 of the Code of Ordinances of the Town of Flower Mound.

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 any Federal, State, or local law regulating construction or the performance of construction. As the contractor or authorized agent for the contractor, I understand that it is my responsibility to adhere to the above timeframes.

Applicant's Signature (This person must be listed on the general contractor's registration as authorized to submit permits.)

Applicant's Printed Name

This section for office use only

Approved by _____ Date _____