

# Commercial Civil Permit Application

City of Shenandoah, Texas  
29955 I-45 North  
Shenandoah, Texas 77381  
281-298-5522

When plans are submitted to the city for review, plans must be submitted as follows:

- All of the different sets of plans will have a cover sheet identifying what type of plans they are.
- No application will be accepted if it is incomplete.
- PLANS SHALL BE SUBMITTED IN A DIGITAL PDF FORMAT.
- Additional fees may apply if not submitted digitally.
- Review rules and regulations for more information regarding plan submission.

## Note:

- Construction hours are Monday thru Sunday 7 A.M. to 10 P.M.
- Certificate of Occupancy takes up to 72 hours once the final inspections have passed.
- Inspection turnaround is 24 hours.
- Inspections must be cancelled by 8:30 to avoid any fees.
- No inspections will be scheduled if a re-inspection fee is due.
- Signs are permitted separately including construction, temporary, and permanent signs.
- Alcohol permit must be submitted to the City and will take approximately three months to obtain a permit.

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Project Name

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Address

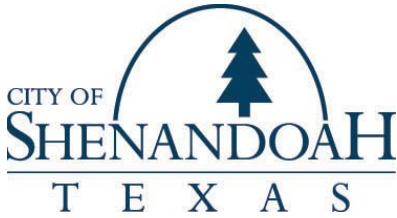
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Owner's Signature

Date

**Date Received**

*Office Use*



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[www.shenandoahtx.us](http://www.shenandoahtx.us)

**\* PERMIT APPLICATION EXPIRES IN 6 MONTHS (180 DAYS) NON-TRANSFERABLE\***

<b>JOB ADDRESS:</b>			
<b>OWNER:</b>	<b>MAILING ADDRESS:</b>	<b>EMAIL:</b>	<b>TELEPHONE:</b>
<b>CONTRACTOR:</b>	<b>MAILING ADDRESS:</b>	<b>EMAIL:</b>	<b>TELEPHONE:</b>
<b>TOTAL SQUARE FOOTAGE OF LOT</b>		<b>NUMBER OF SHEETS SUBMITTED</b>	
<b>WORK DESCRIPTION:</b>		<b>VALUATION OF WORK</b>	<b>\$</b>
<b>CIVIL PERMIT FEE</b>			<b>\$500.00</b>
<b>DIGITAL PLAN REVIEW (BASED ON NUMBER OF SHEETS PER SET):</b>			
<b>DIGITAL PLAN REVIEW (BASED ON NUMBER OF SHEETS PER SET)</b>	1-10 SHEETS	\$15.00	\$
	11-20 SHEETS	\$20.00	\$
	21-30 SHEETS	\$25.00	\$
	31-40 SHEETS	\$30.00	\$
	41-50 SHEETS PLUS	\$50.00	\$
<b>NOTE:</b> Additional fees will be added if paper plans are submitted. See permit fee schedule for cost of additional plan submittals.			
I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of law and ordinances governing this type of work will be complied with whether or not specified herein. The granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local law office regulating construction or the performance of construction.			
<b>NAME OF PROPERTY OWNER OR AGENT:</b>		<b>SIGNATURE OF PROPERTY OWNER OR AGENT:</b>	
<b>OFFICE USE ONLY</b>			
<b>DATE RECEIVED</b>		<b>PERMIT FEE:</b>	\$
		<b>PLAN REVIEW FEE:</b> (1/2 OF THE PERMIT FEE): <small>DUE AT TIME OF THE PLANS SUBMISSION (Plan review fee is in addition to the building permit fee)</small>	\$
		<b>DIGITAL PLAN REVIEW FEE:</b>	\$
		<b>TOTAL FEE:</b>	\$