

City of Dayton Service Inspection/Certificate of Occupancy Application

Date: _____

APPLICATION FEE \$20.00

ADDRESS AND OCCUPANT INFORMATION

Address: _____ Suite: _____
 Dayton, TX _____ Zip: _____
 Name of Business: _____ Owner/Manager: _____
 Phone: () _____ Fax: () _____ Email: _____
 State Tax Identification #: _____ Driver's License # () _____
 Emergency Contact: _____ Phone: () _____

If applicable, please include a copy of: T.A.B.C Permit, State Health Permit, SSN, ADA Permit #, Abestos Survey #, and any other applicable information if requested.

PROPERTY OWNER/LEASING AGENCY INFORMATION

Owner/Lease Agency: _____ Address: _____
 City: _____ State: _____ Zip: _____ Phone: () _____ Fax: () _____ Email: _____

ADDITIONAL INFORMATION NEEDED FROM APPLICANT.

Please note: Any applicant who has applied for a new commercial or industrial account will have to meet all the development and land use requirements that are in order for City utilities to be turned on.

Please answer all questions. If yes, please explain in further detail.

Type of operation at this location: _____
 Occupancy projection(s): (Please include employees, customers, sale events, peak times, etc) _____

Will the applicant be doing any remodeling to the existing site? _____

Will the applicant be increasing the existing site in any capacity, including landscape, parking, signate, drive thru window, driveway, etc? _____

Will the site be changing or combining its existing use in anyway now and future (i.e. commercial to residential)? _____

APPLICANT

Print Name: _____ Title: _____ Company: _____
 Signature: _____ Phone: () _____ Fax: () _____ Email: _____

Official Use Only

Approved, The applicant and site currently meet or has met all development and land use requirements for utility services. *All boxes should be checked by staff.*

Site plan ___	Drainage/grading plan ___	Water/Sewer plan ___	Fire sprinkler ___	Parking/Driveway plan ___
Landscape ___	Signage ___	Construction/Infrastructure Plan (foundation, paving, mechanical, electrical, plumbing, framing, etc) ___		

Denied, The applicant has been conditionally denied due to the following requirements for approval from the Department of Planning & Development

Approved or Denied by:	
Name: _____ Title: _____ Date: _____	Name: _____ Title: _____ Date: _____