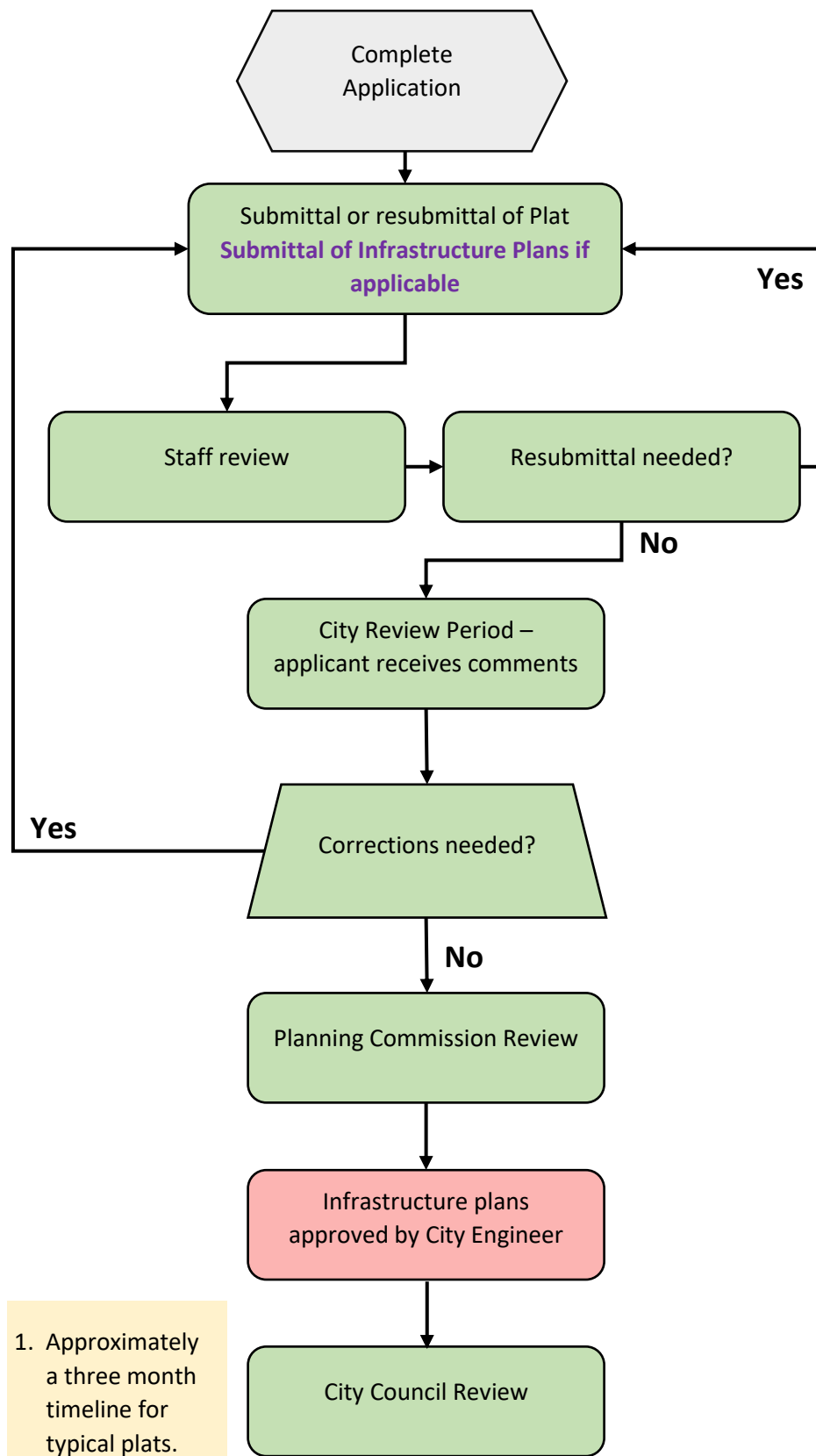


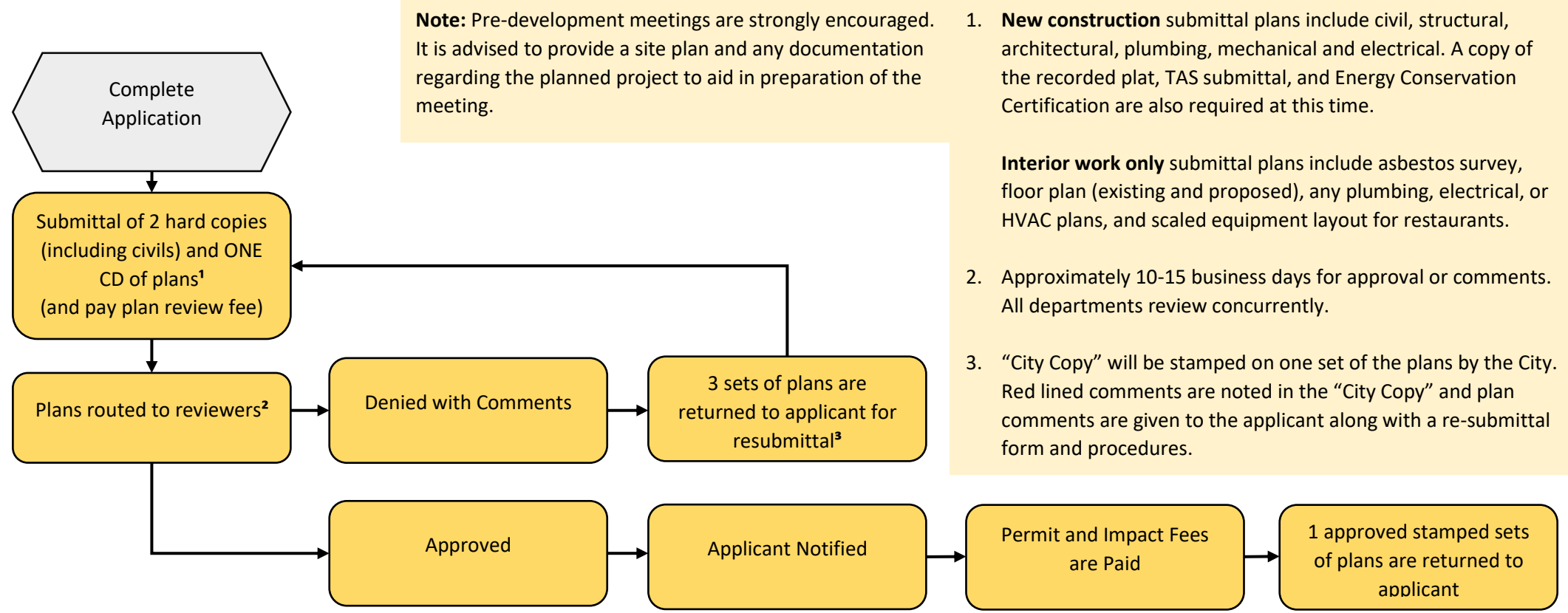
Platting



1. Approximately a three month timeline for typical plats.

- Planning Department (832)-595-3500
- City Engineer (832)-595-3313
- Building Department (832)-595-3500
- Fire Marshal (832)-595-3600

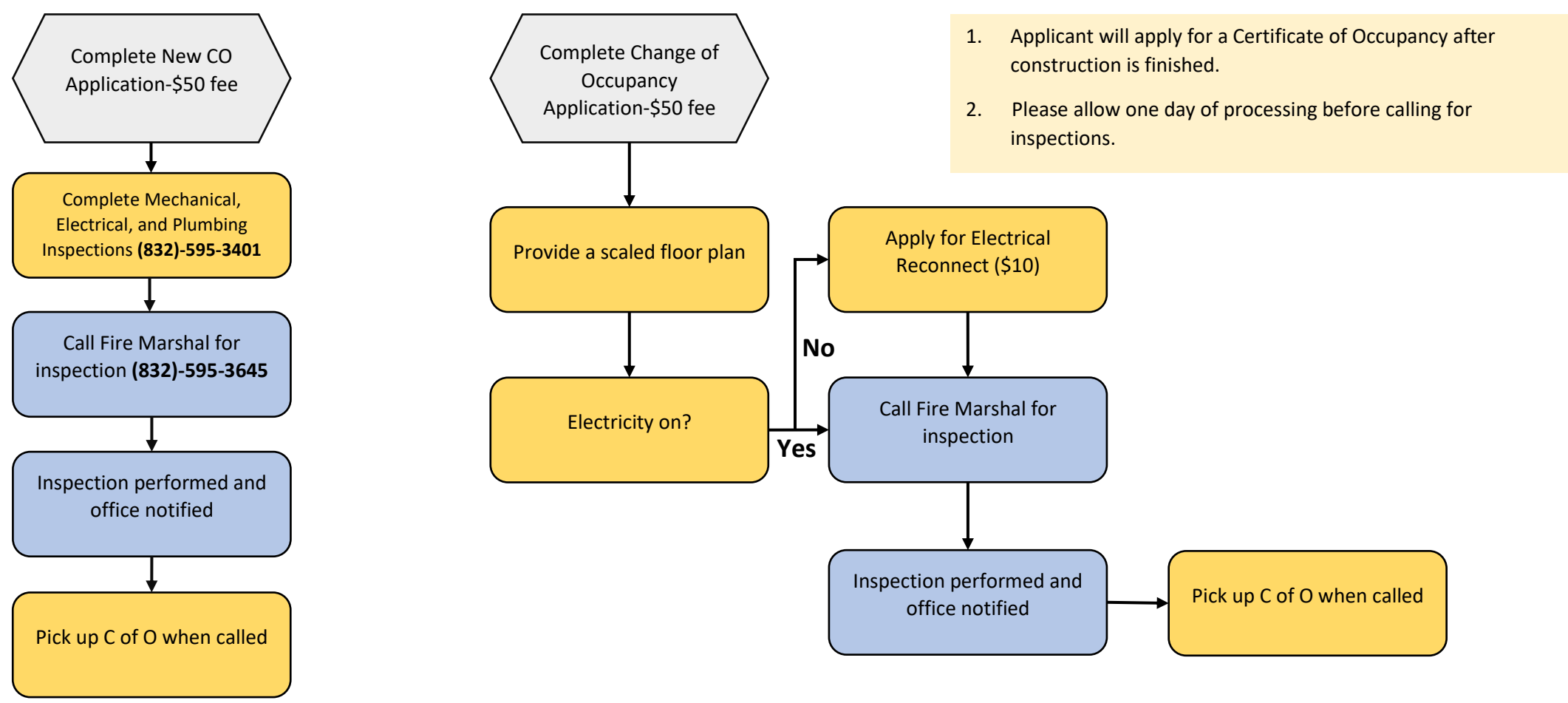
Commercial Building Permit



Note: Pre-development meetings are strongly encouraged. It is advised to provide a site plan and any documentation regarding the planned project to aid in preparation of the meeting.

1. **New construction** submittal plans include civil, structural, architectural, plumbing, mechanical and electrical. A copy of the recorded plat, TAS submittal, and Energy Conservation Certification are also required at this time.
- Interior work only** submittal plans include asbestos survey, floor plan (existing and proposed), any plumbing, electrical, or HVAC plans, and scaled equipment layout for restaurants.
2. Approximately 10-15 business days for approval or comments. All departments review concurrently.
3. “City Copy” will be stamped on one set of the plans by the City. Red lined comments are noted in the “City Copy” and plan comments are given to the applicant along with a re-submittal form and procedures.

Certificate of Occupancy



1. Applicant will apply for a Certificate of Occupancy after construction is finished.
2. Please allow one day of processing before calling for inspections.