



# Commercial Building Permit

(DO NOT FAX OR E-MAIL APPLICATION)



ArlingtonPermits.com  
THE ONE START CENTER

PLEASE PRINT CLEARLY

Applicant's Name\*: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

\*A legible copy of a current government photo ID is required to be submitted by the applicant.

Project Address: \_\_\_\_\_ Suite: \_\_\_\_\_

Please check only one:

- Assembly** (Theater, restaurant, night club, dance club, banquet hall, indoor arcade, church and indoor/outdoor sport complex and similar uses)
- Business** (Business offices, bank/credit union, barber/beauty shop, medical offices, take out food establishments, professional services (CPAs, attorneys, architect/engineer etc) and similar uses)
- Educational** (Public or private school through the 12th grade, child care for more than 5 children over the age of 2 1/2 years of age)
- Factory** (Manufacturing, assembly/disassembly, fabricating, finishing, packaging, repair or processing of products or goods)

- High Hazard** (Use of any building involving materials or products that constitute a health, fire, explosion or toxic health hazard)
- Institutional** (Hospitals, nursing homes, assisted living facilities, day care other than educational and similar uses)
- Mercantile** (Retail/wholesale stores, gas stations, department stores and similar uses)
- Residential** (Hotel/motel, apartments (3 or more dwelling units), dormitories and similar uses)
- Storage** (Warehousing/storage of products, goods or materials)
- Utility & Miscellaneous** (Cell towers, barns, carports and other miscellaneous structures)

**Please circle only one:**

- |  |   |
|--|---|
| <input type="checkbox"/> New Constructon & Shell *                                 | <input type="checkbox"/> Interior Finish* |
| <input type="checkbox"/> Addition*   | <input type="checkbox"/> Move*            |
| <input type="checkbox"/> Remodel/Alteration/Repair*                                | <input type="checkbox"/> Demolition*      |
| <input type="checkbox"/> Early Grading (Only complete page 1 of this application)* |   |

\*If you are applying for **New Construction**, **New Construction-Shell**, **Addition** or **Early Grading** then you must first have an approved **Commercial site Plan**.

**All permits, except demolition permits, require a separate application for each building.**

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 the provisions of any other state or local ordinances regulating construction, the performance of construction or the use of any land or buildings.

Before a permit may be issued, electronic documents of accepted construction plans must be provided. The city is able to scan your documents for a fee; or, you may provide those electronic documents in the specified format. If you supply the electronic documents, they must be verified as accurate before a permit may be issued. Please check one:

- I authorize City staff to scan and charge applicable scanning fees
- I will provide the electronic documents in TIFF 300 dpi format

Signature of Permit Applicant \_\_\_\_\_ Date \_\_\_\_\_

If applicant is contractor, list name of company: \_\_\_\_\_

- Provide a Description of Proposed Work: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**STAFF USE ONLY**

Plans Examiner: \_\_\_\_\_ Date: \_\_\_\_\_ Number of Sheets: \_\_\_\_\_

