



1900 CD Boren Pkwy (P)
 PO Box 159 (M)
 Fate, TX 75132
 (972) 771-4601 ext. 101
anabors@cityoffate.com

Application for Certificate of Occupancy

For CO application submittal requirements visit: <http://www.cityoffate.com/DocumentCenter/Home/View/553>

Application for Certificate of Occupancy (CO) is made to the Building Official authorizing the inspection of property at:

Business Address:		
Name of Business:		
Website:		
Date of Application:		
Occupants Name	Signature	Phone
Email	Address, City, State, ZIP	
Building Owner Name	Signature	Phone
Email	Address, City, State, ZIP	

Occupancy Information (ALL QUESTIONS MUST BE COMPLETED)

1. Will you be performing any of the below activities or processes on the premises?

MARK WITH AN 'X' ALL THAT APPLY

	Assembly/Gathering/Worship		Grocery or Convenience Store		Painting or Coating
	Bar Area/Alcohol Sales		Incineration		Parts or Vehicle Wash
	Child Care/Day Care		Items Stacked Higher than 12 feet		Personal Services
	Dance Floor/Hall		Medical/Dental		Restaurant
	Drive-Thru/Drive-Up		Mixing or Processing		Retail Sales
	Flammable/Combustible Liquids		Office		Sanding, Milling, Woodwork
	Food Production		On-Site Sewage Facility		Storage
	Grease Trap		Outside Display of Products		Warehousing

2. Do you plan to make any improvements to the building such as exterior painting, façade improvements, etc.? Yes No

If YES, describe scope of work:

Occupancy Information Continued				YES	NO	
20. Will food or beverages be manufactured, packaged, stored, distributed, sold or prepared in any manner other than vending machines?						
21. Will business store equipment, materials, and/or products <i>INSIDE</i> the building? If YES, describe (a) location and (b) dimensions (including height):						
22. Will business store equipment, materials, and/or products <i>OUTSIDE</i> the building? If YES, describe (a) location, (b) dimensions, (c) height of storage, and (d) how it will be screened:						
23. Will any goods, merchandise or raw materials be <i>DISPLAYED</i> outdoors? If YES, describe (a) what will be displayed, (b) its location, (c) dimensions, & (d) time of removal:						
24. Are the parking spaces <i>PAVED</i> ?						
25. Are the parking spaces <i>STRIPED</i> ? If YES, how many?						
26. Does your business sell vehicles, motorcycles, ATV's, trailers, RV's? If YES, what type(s)?						
If YES, is inventory New, Pre-Owned, or both?				New	Pre-Owned	Both
If BOTH, what is the % of new vs. pre-owned?				% New	% Pre-Owned	
27. Does your business service or repair vehicles or install equipment and accessories into/on vehicles? If YES, describe operations:						
28. Will business have any signage (if yes, a sign permit is required prior to sign installation)? For sign permit application submittal requirements click: http://www.cityoffate.com/DocumentCenter/Home/View/98						
29. What hours of operation will the business have? Days: _____ Hours: _____				N/A		
30. How many employees will the business have? # Full-Time # Part-Time				N/A		

Former Tenant Information (MUST BE COMPLETED)	
A. What was the business name of the previous tenant?	
B. What type of business was the previous tenant (if unknown, contact leasing agent or building owner to determine)?	
C. When did the previous tenant start <u>AND</u> end occupying this location (month, year)? Start: _____ End: _____ Do you have a copy of the lease or City-issued CO for the previous tenant (if no, contact leasing agent or building owner to determine)? Yes No **If yes, please submit with app	



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Your CO Application You Must Include:

Floor Plan

Site Plan

\$35.00 Non-Refundable Processing Fee

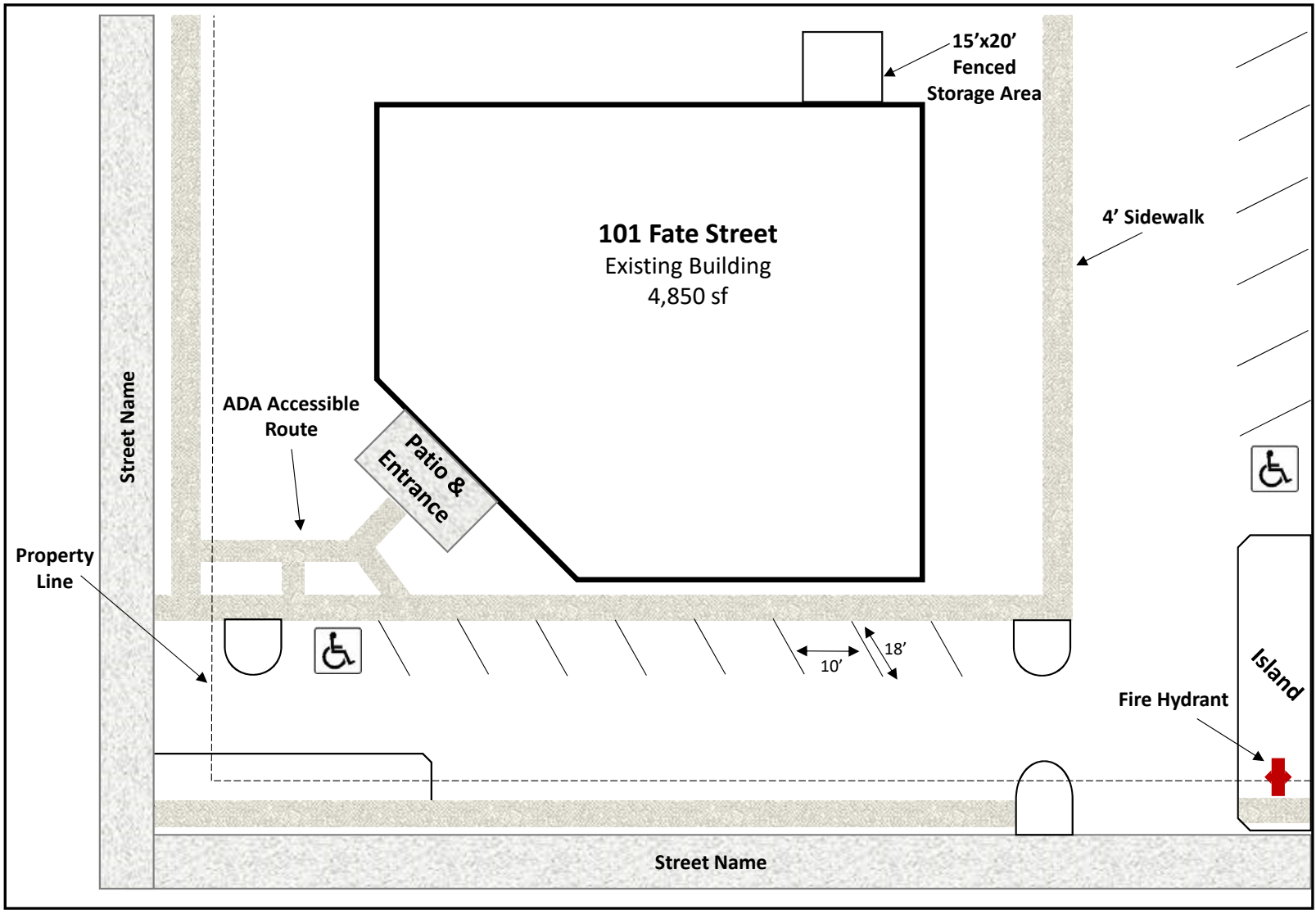
(remaining \$165 CO fee due upon application approval)

**** Provided on Following Pages for Reference****

Example Floor Plan and Site Plan

For info on CO application procedures, required inspections, & answers to common questions visit

<http://www.cityoffate.com/DocumentCenter/Home/View/553>



North

Address.
101 Fate St.

Total Lot Area.
8,412 sf

Total Parking Spaces
15 Spaces



**Sample Site
Plan
Diagram**

CO
Application



SAMPLE FLOOR PLAN

