



City of Fort Worth
Planning & Development Department
Occupancy Permit Application

Project Address: _____ Bldg/Suite/Unit#: _____

Legal Description: Addition _____ Block _____ Lot _____

(Apartments are considered commercial buildings—These require a list of all addresses, number of units in each building, site plan, floor plan drawn to scale of any non-residential spaces, and pre-code inspections.)

Name of Business: _____

Proposed Business Use: _____

Previous Business Use: _____

Previous Certificate of Occupancy # (if known): _____

Zoning of Property: _____ **Legal Non-Conforming (LNC#):** _____ **Annexation:** _____ (Y/N)
(If yes, copy of Annexation letter is required)

Mobile Vendor: _____ (Y/N) **License Plate Number For Mobile Vendor:** _____

Site Contact Name: _____

Phone Number: _____ *E-Mail Address: _____

Please fill out the information below if Change of Use Required:

Change of Use with Remodel: Yes _____ No _____

Total Cost of Construction with Materials & Labor: _____

Total Cost of Construction **not including** Mechanical/Electrical/Plumbing: _____

TDLR # (if Cost of Construction is over \$49,999): _____

City of Fort Worth Contractor Registration #: _____

Contractor's Business Name: _____

Phone Number: _____ *E-Mail Address: _____

Plans Exam Contact Name: _____

Phone Number: _____ *E-Mail Address: _____

Applicant Name (Printed): _____

Phone Number: _____ *E-Mail Address: _____

Applicant's Signature: _____ **Date:** _____

For Office Use Only: Permit Tech _____ **Permit #:** _____

**Information used, to provide Plan Review status and holds.*

Revised: 6/18/19 RT