

Office Use Only:	
Approvals:	
Initials	Date
Initials	Date

**CITY OF CIBOLO
COMMERCIAL
TENANT IN-FILL
PERMIT APPLICATION**
Phone: (210) 658 - 4175
Fax: (210) 658 - 8065

Office Use Only:

APPLICATION:

Please fill out this form completely, supplying all necessary information and documentation to support your request; including but not limited to a site plan and construction plans.

Your application will not be accepted until the application is completed and required information provided.

CONTRACTOR INFORMATION:

Name: _____
Mailing Address: _____
Phone: _____ Mobile: _____
Contact Name: _____ Phone: _____
Architect: _____
Engineer: _____

PROPERTY INFORMATION:

Project Address: _____ Valuation: _____
Subdivision: _____ Tract: _____ Lot #: _____ Block: _____
Zoning: _____

BUILDING INFORMATION:

IBC Construction Type: I II III IV V - A or B (Circle)

Total Square Footage: Use Classification: Occupancy Load:
Sprinkler System: (Y/N) No. of Units:

LIST OF SUB-CONTRACTORS: (NAME AND PHONE NUMBER)

Electrician: _____ HVAC: _____
Plumber: _____ Other: _____

SUBMITTAL CHECKLIST: (INCLUDING BUT LIMITED TO)

- 1) One (1) complete set of site and building floor plan drawings (Architect / Engineer stamp required)
- 2) Shell layout with location of unit designated.
- 3) One (1) digital copy, on CD, (PDF and DWG format) of stamped building drawings.
- 4) Two (2) complete sets of the Commercial Energy Compliance Checklist.

**A PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS
OR IF CONSTRUCTION OR WORK IS SUSPENDED, OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER
WORK IS STARTED**

I hereby certify that I have read and examined this document 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. I understand granting of a permit does not presume to give authority to violate or cancel the provisions of any city, guidelines, ordinances, codes, state or local laws regulating construction or the performance of construction.

(SIGNATURE OF OWNER, CONTRACTOR OR AUTHORIZED AGENT) DATE

*NOTE: Inspection of permitted work may reveal code violations not discovered during plan review. CDS 005