

CITY OF EDGEWOOD

APPLICATION FOR A CERTIFICATE OF OCCUPANCY OR CHANGE OF BUSINESS

The city will not issue a certificate of occupancy, and no business shall operate or conduct any business activities until it has applied for and been granted site plan approval by City Administrator.

Date of Application			
Anticipated Date of Move-In			
Address			
Lot	Block	Subdivision	Property ID
Type of Business			
<input type="checkbox"/> New Owner			
<input type="checkbox"/> New Lease			
<input type="checkbox"/> Change of Use			

Zone:
<input type="checkbox"/> "B-1" Neighborhood Business District
<input type="checkbox"/> "B-2" Highway/Commercial Business District
<input type="checkbox"/> "H" Historical Business District
<input type="checkbox"/> "I" Industrial District
Zoning Map available online at www.edgewoodtexas.org or City Hall

Permitted Uses: <i>(check all that apply)</i>
<input type="checkbox"/> Professional offices or studios
<input type="checkbox"/> Retail Sales
<input type="checkbox"/> Food and beverage service establishments complying with all applicable government laws

Hours of Operation:
Monday _____
Tuesday _____
Wednesday _____
Thursday _____
Friday _____
Saturday _____
Sunday _____

Projected Noise Level:
<input type="checkbox"/> Minimal – Interior Only
<input type="checkbox"/> Moderate – Some Outdoor Noise
<input type="checkbox"/> Significant – Outdoor Noise Common or Constant

Changes to the Building/Land
<input type="checkbox"/> Demolition <input type="checkbox"/> New Construction <input type="checkbox"/> Remodel <input type="checkbox"/> None
Construction Detail:

Contact Information	Owner
Company Name	
Owner(s) Name	
Address	
City, State, Zip	
Email	
Business Phone #	
Contact Person	
Contact Cell"	
Liability Insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Any business seeking a permit to operate must submit an application to the City describing the proposed business operation plan showing (if applicable):

- The boundaries of the site or lot.
- The location of all buildings or outside spaces proposed to be used for commercial use.
- A parking plan.
- A landscaping plan.
- A lighting plan.
- A vehicle access plan.
- A signage plan.
- A fencing plan.
- A screening plan.
- Any additional relevant information to enable thorough review of the proposed use and its impacts on the city.

Applicant's Name _____

Applicant's Signature _____

Office Use Only:

Date: _____

Approve Disapprove

Petra Marley, City Administrator