



Office (432) 335-3214
 Fax (432) 335-3256
 bi@odessa-tx.gov

City of Odessa
 411 W 8th St
 P.O. Box 4398
 Odessa, Texas 79760

COMMERCIAL PERMIT APPLICATION
 A Separate Permit Is Required For Each Building

PROJECT INFORMATION			
PLEASE PRINT			
Project Address:		Project Name/ Description:	
Subdivision:	Lot:	Block:	Lot Size: (sq. ft.)
TDLR Project # EABPRJ	Fire Alarm: <input type="checkbox"/> Yes <input type="checkbox"/> No		Fire Sprinklered: <input type="checkbox"/> Yes <input type="checkbox"/> No
Installing new fire rated assemblies: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes submit UL rating for proposed fire rated assemblies.			
Valuation of Job: \$	Construction Type:	Use Group:	Zoning:
Type of Work: <input type="checkbox"/> New <input type="checkbox"/> Shell Only <input type="checkbox"/> Tenant Finish-Out <input type="checkbox"/> Addition <input type="checkbox"/> Alteration/Remodel <input type="checkbox"/> Demolition <input type="checkbox"/> Other _____			
Total Building Area:	Area of 1 st Floor:	Number of Floors:	Building Height:
BUILDING OWNER INFORMATION			
Name:	Address:		City/State/Zip:
Phone:	Fax:	Email:	
ARCHITECT/ENGINEER/DESIGNER INFORMATION			
Name:	Address:		City/State/Zip:
Phone:	Fax:	Email:	
CONTRACTOR INFORMATION			
Name:	Address:		City/State/Zip:
Phone:	Address:	Email:	
PLEASE READ CAREFULLY			
<ul style="list-style-type: none"> ❖ Be advised incomplete applications may be rejected, denied or cause permit processing delays. ❖ Has an Asbestos Survey/Certification Form been provided? <input type="checkbox"/>Yes <input type="checkbox"/>No (Provide Documentation) ❖ Has a COMcheck or equivalent energy compliance report been provided? <input type="checkbox"/>Yes <input type="checkbox"/>No ❖ This permit becomes null and voided if work authorized is not commenced within 180 days of issuance or if work is suspended or abandoned for a period of 180 days at any time after work is commenced. ❖ 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 law regulating construction or the performance of construction. 			
Signature of Applicant:		Date:	
Printed Name of Applicant:		Phone:	
Email:		Fax:	

*****Office Use Only*****	
Plans Examiner Approval Signature:	Date: