



City of Creedmoor
5008 Hartung Lane,
Creedmoor, Texas 78610

Certificate of Occupancy Application

****Office Use Only****

Zoning Reviewer: _____ Date: _____

Inspector: _____ Approval Date: _____

For Submittal and Fee information email: permits@cityofcreedmoortx.gov or by calling 512-243-6700

Property Information

Project Address:	Legal Description:	Zoning:
Land Use of Site/Lot: (single-family residential, duplex residential, commercial, etc.)	Description of the use of the building requesting a Cert. of Occupancy:	

Required Documents

Copy of Fire Marshall Inspection Copy of any finalized inspections

Contact Information

Owner:	Applicant or Agent:
Mailing Address:	Mailing Address:
Phone:	Phone:
Email:	Email:

Acknowledgements

Initial beside each of the following statements:

_____ I understand that I must pay for at least a minimum building permit when plans are approved for the building, plumbing, electrical, and fire inspections.

_____ I understand that any required electrical, plumbing, and/or mechanical work must be performed by a licensed contractor; that this work may not begin until the required permit(s) have been obtained; AND that additional permits may be required.

_____ I understand that any life/safety violations must be corrected prior to issuance of a Certificate of Occupancy.

_____ I understand that failure to correct life/safety violations or to obtain zoning approval may result in an order to vacate the premises or in a request to terminate utility services.

_____ I agree that this application is good for twelve (180 Days) 6 months after the date it is filed, and will expire if not approved for compliance within that time frame. If the application expires, a new submittal will be required and compliance with current code may be required.

Applicant Signature: _____ Date: _____

All buildings in the City of Creedmoor are required to have a Certificate of Occupancy for its current use. You must provide access to the building for the purposes of Building, Electrical, Fire, and any other required inspections to verify that no life/safety hazards exist or to ensure that any existing life/safety hazards will be corrected through required permits and inspections.



***** For City Use Only *****

Application Reviewed by: _____ Reviewed on Date: _____

Notes: