



281-403-8600 (Office) ■

DEVELOPMENT SERVICES DEPARTMENT
Permits & Inspections Division
 1522 Texas Parkway Missouri City, Texas 77489
permits@missouricitytx.gov www.missouricitytx.gov

Website:



Citizen Self Service:



COMMERCIAL CHANGE OF OCCUPANT APPLICATION

Allow up to seven (7) business days for the processing and review of this application.

Incomplete applications are subject to disapproval.

1. Address of proposed business:		2. Name of proposed business:	
3. Zoning district of subject site:		4. Name of subdivision, shopping center, or business center <i>(if any)</i>	
5. Name on electrical service account? <i>(must be the exact name you have given to Electrical Provider)</i>			
6. Proposed business hours	7. Anticipated move-in date	8. Proposed number of employees	
9. Is this business relocating from another Missouri City location? <i>(please circle one)</i> Yes No			
10. Describe proposed business in detail: <i>(include all activities)</i>			
11. Provide square footage of proposed space:		12. Is a fire sprinkler system installed? <i>(please circle one)</i> Yes No	

<p>13. Has contact been made with applicable Municipal Utility District (MUD) for the proposed business: <i>(please circle one)</i></p> <p>Yes No</p>	<p>14. Are any of the following changes proposed for the subject space? <i>(check all that apply)</i></p> <p><input type="checkbox"/> Structural <input type="checkbox"/> Plumbing <input type="checkbox"/> Electrical</p> <p><input type="checkbox"/> A/C <input type="checkbox"/> Other</p>
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15. Prior to the issuance of a Certificate of Occupancy and a release for permanent electrical service, an occupancy and a code compliance inspection are required to be conducted. Any signage proposed to be located for the business must be reviewed and approved by separate application prior to locating. *Zoning compliance is required prior to the use or occupancy of any building or premises.*

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.

Date: _____

Applicant Printed Name Signature

Phone Email