



Development Services
 1101 Moore Ave
 Portland, TX 78374
 Phone: (361) 777-4553

Email: permits@portlandtx.gov

Commercial Building Permit Application

Building Permit No: _____	Construction Value: _____
Project Name: _____	Sq Ft: _____
Project Address: _____	Zoning: _____
Legal Description: _____	Group: _____
Scope of Work:	Building Type: _____
New _____	Addition _____
Remodel _____	Finish-out _____
	Sign _____

Owner Information:	
Name: _____	Contact Person: _____
Address: _____	
Phone No: _____	Fax No: _____ Mobile No: _____
E-mail: _____	

Contractor Information:	
Name: _____	Contact Person: _____
Address: _____	
Phone No: _____	Fax No: _____ Mobile No: _____
E-mail: _____	

Engineer	Contact Person/Email	Phone Number	Fax Number
Architect	Contact Person/Email	Phone Number	Fax Number
General Contractor	Contact Person/Email	Phone Number	Contractor License No.
Mechanical Contractor	Contact Person/Email	Phone Number	Contractor License No.
Electrical Contractor	Contact Person/Email	Phone Number	Contractor License No.
Plumbing Contractor	Contact Person/Email	Phone Number	Contractor License No.

A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. All permits require final inspection. Please refer to permit for appropriate inspection scheduling information.

A certificate of occupancy must be issued before any building is occupied.

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 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: _____

OFFICE USE ONLY:	
Reviewed by: _____	Date: _____
Permit Denied: _____	Date: _____
Permit Approved by: _____	Date: _____
Permit Approved WC: _____	Date: _____
This plan review and its stipulations and conditions have been discussed with me. I agree to submit any changes to the original in writing to the City of Portland prior to altering any approved construction.	