



APPLICATION FOR COMMERCIAL CERTIFICATE OF OCCUPANCY AND/ OR WATER SERVICE

This application is required to establish water service (if needed) at the commercial address. Water service will not begin until approval has been given from the Zoning, Building and Code Enforcement Departments. Please allow 7-10 business days for the approval process to be completed. Remodeling and/or construction will require permits issued by the City of Katy.

After the Certificate of Occupancy has been issued, a deposit for commercial water service will be collected based on the meter size and will remain with the account until applicant terminates service. A driver's license or photo identification must be presented at time of application or a copy may be sent if making application by mail or fax. Water service will not begin until the deposit and ID have been received. In the case of new construction, water meters will be set and service will begin during construction prior to the C of O being issued.

Date of Application: _____ Anticipated Date for Business to Open: _____

Business Name: _____

Responsible Party: _____

Service Address: _____

Billing Address: _____

Business Phone: _____ Cell Phone: _____ Emergency Phone: _____

Email address: _____ Fax: _____

Type of Business (please be specific and list all activities): _____

Business/property use: Retail Wholesale Manufacturing Church Service Distribution Office Other

Is this Business relocating from another City of Katy location? No Yes- _____

Do you plan any changes? Structure Plumbing Electrical A/C Other _____

of Employees _____ Hours of Operation: _____ Tax ID#: _____

Driver's License # of Responsible Party : _____ Expires: _____

Own Rent **Current Property Owners Name/Address:** _____

Phone: _____

Commercial customers may contract for private garbage collection and pay no garbage fee to the City provided a copy of the private contract is provided to the City and the private contractor meets the requirements set out in the Code of Ordinances.

In accordance with the Texas Open Records Act, the City of Katy must comply with written requests for release of information regarding utility customer accounts.

I hereby certify that the above information is true and correct.

Applicant Signature



APPLICATION FOR COMMERCIAL CERTIFICATE OF OCCUPANCY AND WATER SERVICE

NOTICE: 2003 International Fire Code - Section 105.3.3, Occupancy prohibited before approval:

- The building or structure shall not be occupied prior to the code official issuing a permit that indicates applicable provisions of this code have been met.
Occupy - To take up space within a building with people, furniture or storage.
Exception - Contract personnel, building material and equipment used in the construction process shall not be considered occupying the building.
Failure to comply may render you and the company you represent liable to penalties provided by law for such violation.
Upon completion of construction, it is the contractor's responsibility to notify the permanent tenant to establish the water/sewer/garbage account in their name.
Restaurant Applicants must contact Harris County Health Dept (713.439.6270) for a Pre-Opening Package and a final report must be submitted to City of Katy Code Enforcement Department.

If your occupancy or business does not involve the storage, sale or use of the following, check No; otherwise check Yes and all applicable items:

YES [] NO []

- Alcohol sales, Alcoholic beverages, Bales of lose combustible fibers, Cellulose nitrate film, Compressed gas, Dry cleaning (flammable solvents), Dust producing process, Explosives or ammunition, Fireworks, Flammable or combustible liquids (10+ gls), Floor drains in building, Food and/or beverage processing, storage or sales, Food products, High piled stock (over 12' in height), Liquid propane gas, Magnesium, Other hazards (specify), Painting with flammables, Poisonous or hazardous chemicals/acids, Recycling waste, Smoking, vehicle repair or garage, Vehicles in building, Welding or cutting, Woodworking, x-ray development

Signature _____

Owner or Leasee (circle one)

Print Name: _____

Application Received: [] In Person [] By Mail

Water Acct Required? [] Yes [] No Deposit Amount: \$ _____ Account # _____

Zoning Designation: R1 C1 C2 OKD M PDD: _____

Zoning Dept Approval: Yes No _____ By: _____ Date: _____

Building Dept Approval: Yes No _____ By: _____ Date: _____

Code Enforce Approval: Yes No _____ By: _____ Date: _____

Fire Marshall Approval: Yes No _____ By: _____ Date: _____