



CHANGE OF OCCUPANCY PERMIT



Application No. _____
(For City Use Only)

Please include the following when submitting:

- Site plan showing the exact location of the space to be occupied as well as the parking and common areas.
- Floor plan (drawn to scale) indicating all relevant information such as rooms, doors, windows, etc.
- (See example at www.ci.dickinson.tx.us/Downloads/Permits/Change_of_Occupancy_2009.pdf)

Business Name _____

Business Address _____

Proposed Use _____ Previous Use _____

APPLICANT _____ Phone No. _____

Address, City, State, Zip _____

PROPERTY OWNER _____ Phone No. _____

Address, City, State, Zip _____

BUILDING INFORMATION

Does the Building Have A Fire Suppression System? (yes) _____ (no) _____
 Does the Building Have A Fire Alarm System? (yes) _____ (no) _____
 Will there be alterations/additions to the interior of the building? (yes) _____ (no) _____
 Will there be alterations/additions to the exterior of the building? (yes) _____ (no) _____

Gross Square Footage _____ Building Construction Type _____

Building permits may be needed if alterations are being made to the building, or need to be made to comply with the City of Dickinson's Codes and Ordinances

Signature _____ Date _____

BUILDING USE GROUP CLASSIFICATION (City Use Only)

- Assembly Business Educational Factory/Industrial F High Hazard
 Institutional Mercantile Residential Storage Utility

(City use Only)

Planning and Zoning

Reviewed By: _____ Date: _____

_____ Approved _____ Rejected

Building Department

Reviewed By: _____ Date: _____

_____ Approved _____ Rejected

Fire Marshal's Office

Reviewed By: _____ Date: _____

_____ Approved _____ Rejected