



City of Balcones Heights
 3300 Hillcrest Drive
 Balcones Heights, TX 78201
 210-957-3545 Fax 210-735-9409
 Email: inspections@bhtx.gov

PERMIT APPLICATION

THIS IS NOT A PERMIT- WORK IS PROHIBITED UNTIL A PERMIT IS ISSUED

Date: _____ Permit Number: _____

USE OF PROPERTY: Residential Commercial Multi- Family **Project Type:** _____

Address Where Work Will Be Performed _____

Property Owner Name _____
(Homeowner Name or Business Name)

Owner Address _____ Zoning: _____
(If different from address above - No PO Boxes)

Owner Telephone(s) _____ Email: _____

Property in Floodplain Yes No **Asbestos Survey Required on Commercial Project** _____
Initial Required

Does project include Work in the Right-of-Way Yes No

General Contractor _____
(If Applicable) (GC Business name and Business Owner name)

GC Address _____ Email _____
Street (no PO Boxes) City Zip

GC Office Phone # _____ GC Cell _____

Sub Contractor _____
(Contractor Business name and Business Owner name)

Sub Contractor Address _____
Street (no PO Boxes) City Zip

Sub Contractor Office Phone # _____ Contractor Cell _____

Email _____ Super Name/Cell _____

Trade State License No. _____ License Expiration _____

Name of Person requesting permit _____
(Type or Print Legibly)

TOTAL MARKET VALUE OF THE PROJECT \$ _____
(Dollar amount required)

Description of Work to Be Performed Under this Permit:

Use extra sheets and/or attach plats, surveys, plans, specifications, asbestos survey and related information and graphics.

Signature of Applicant _____ Date Signed _____

Two (2) complete sets of Licensed Architect or Engineer Stamped Plans and Specification must be attach to this application. Plans shall not exceed 30"x36" and shall be "Scaled" Drawings. Each trade must apply for a trade specific permit in addition to the general contractor's permit.

Inspection requests must be received **prior to 3 p.m.** for inspection the following business day.
 Request inspections at inspections@bhtx.gov or call **(210) 957-3545**.

Incomplete applications will not be accepted.