

SUNRISE BEACH VILLAGE

124 Sunrise Drive

Sunrise Beach, Texas 78643 - Phone 325 388-6438 / Fax 325 388-6973

Zoning Board: Paul Horton, Chairman

Board of Adjustments: Cindy Daly, Chairman

City Inspector/Floodplain Administrator:

Robert M. Sykes

email: srbv@cityofsunrisebeach.org



Request for CERTIFICATE OF OCCUPANCY

The written request for Occupancy Permit must be submitted to the City Hall after completion of construction/alteration in conformity with all provisions of applicable City Codes and Ordinances.

Statement by the Owner:

Date / /

I understand that a Certificate of Occupancy must be obtained for any new/altered structure or portion thereof, and for any change of use.

Owner's Name

Property I.D.: R_____

Property Address

A. I believe that I meet the requirements of one of the three categories checked below and submit my application herewith:

1. COMPLETED New and/or altered buildings/structures.

2. TEMPORARY Certificate.

A temporary permit may be granted for a period up to 6 months where incomplete work allows partial, but not complete occupancy. Extensions/renewals are not normally granted.

3. Change of use. Please describe in detail

- Use of Vacant Land _____
- Use of a building/structure _____
- Non-conforming use _____

B. I also meet the following occupancy requirements:

Potable Water Service (LCRA) is connected.
 Sewage/effluent connection to an LCRA-approved private Septic System is connected and functional.

LCRA Septic System Permit # _____

Electrical Service (CTEC) is connected and functional.
 911 numbers displayed correctly

C. I understand that

1. Occupancy of the described facility is prohibited until approval has been granted as signified by the Permit Number.
2. The primary purpose of the Certificate of Occupancy is to ensure that minimum living standards are met.
3. The issuance of the Certificate of Occupancy does NOT represent a Safety Inspection, nor is it a guarantee of the safety of any of the systems installed.
4. All building materials, refuse, trash and dirt/gravel mounds must be removed, surrounding damage caused by this project repaired to the satisfaction of the City Inspector before this Occupancy Permit is granted and cleanup and security deposits can be refunded.

Signature, Name, Address, Telephone

Date

