



City of Caney City
Application for Building Permit
(Non-Manufactured Homes & Accessory Structures)

Number BP- _____

Applicant Name: _____

Mailing Address: _____ Phone: _____

City, State, Zip: _____ Email: _____

Site Address/Legal Description: _____

Description of Structure to be Built: _____

Residential Dwelling ☐ Commercial Structure ☐ Accessory-R ☐ Accessory-C ☐

Other ☐ (describe): _____

Site Layout: Dimensions _____ x _____ Overall Size of Lot/Plat _____ acres

✓ **Attach professionally drawn site plan that accurately depicts the structure as it will be located on the site. Include location of septic system, water supply, and any required setbacks. Also include accessory structures, porches, decks, and fences. A copy of such drawing shall be left on file with the City of Caney City, Texas.**

Wastewater Removal System(WWRS): On-site Septic ☐ Private WWRS Co. ☐

WWRS Approved by: Tarrant Regional Water District ☐ Henderson County ☐

Potable water supply: On-site Well ☐ Private Water Co. ☐

Type of Foundation _____ Builder Name _____

Type of Construction _____ Builder Phone _____

% Masonry Exterior _____ Builder Email _____

Total Square Footage _____ Engineer/Architect _____

Expected Start Date _____ E/A Phone _____

Expected End Date _____ E/A Email _____

✓ **Attach professionally drawn architectural drawings for the structure(s) to be built showing front, rear, side elevations, floor plan, roofing plan, and foundation plan. A copy of such drawings shall be left on file with the City of Caney City, Texas.**

Applicant Certification and Signature: I certify that the above information is a correct representation of the location, layout, and structure(s) to be built.

Applicant Signature: _____ **Date:** _____

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FEE Calculation

Permit Application Fee (Payable upon submission of Building Permit Application) \$ 25.00

Permit Fee \$25 minimum (Total Area Under Roof _____ sq. ft. x \$0.30/sq. ft.) _____

Total Permit Fee Due On Approval (Permit Fee – Application Fee) (☐ X2 penalty) _____

Date Approved by City Council _____

Date Paid _____ Building Permit Amount Paid _____

Payments accepted by check, credit/debit card, or money order ONLY.

Building Permit Application Check-list

Date	
	Completed Application
	Application Fee Paid
	All requested site & structural build documentation submitted
	Potable Water System plan & approval submitted, if required
	Wastewater Removal System plan & approval submitted, if required
	Agenda Date for City Council consideration
	Approved by City Council
	All Fees and Penalties assessed by the City of Caney City paid
	Passing Three-phase Inspection Reports submitted

It is the sole responsibility of the property owner to fulfill all requirements set forth by the Caney City Council and submit proof of such in order to obtain the Certificate of Occupancy.

Number BP- _____

CERTIFICATE OF OCCUPANCY (COO)

This certifies that having met all requirements set forth by the City Council of the City of Caney City, Henderson County, Texas, related to this Application & Building Permit, the Applicant is hereby granted this Certificate of Occupancy.

Issued this _____ day of _____, 20____

[City Seal]

Blake Box, City Secretary