



THE CITY OF
JARRELL
161 Town Center Blvd. Jarrell, TX 76537
Office: (512)746-4593 Fax: (512)746-2052

Project Name: _____

Submittal Date: _____

Application Type: _____

MASTER APPLICATION

APPLICATION & CHECKLIST

INSTRUCTIONS:

- ✦ Fill out the following application prior to submission. Please include any plans for the project.
- ✦ Be sure to indicate which type of application at the top of the page.
- ✦ Use the most current application from the City's website (www.cityofjarrell.com) or at City Hall.
- ✦ City ordinances can be obtained at City Hall or by emailing the City Planner at planner@cityofjarrell.gov.
- ✦ If there are any questions reach out to the Planning Department at (512) 746-4593.
- ✦ All submittals must also be provided to Williamson County ESD #5 via: <https://app.jotform.com/250145478324153>

PROJECT TYPE:

Commercial

Residential

Permits:

New Construction
Remodel
Temporary Use
Demolition
Sign
Irrigation
(Backflow Test will be required)
Pool (Above or In-ground)
Miscellaneous
Solar Panel
Plumbing
Mechanical
Electrical

Subdivision Related:

Construction Plan
Administrative Exception
Vacating Plan

Development Related:

Site Development Plan
Master Sign Plan
Certification of Design Compliance
Appeal of Administrative Decision

CONTACT INFORMATION:

Contact Person:

Phone:

Address:

Cell:

City:

State:

Zip:

Email:

Property Owner(s) Name, if different:

Phone:

Address:

Cell:

City:

State:

Zip:

Email:



Master Application

PROJECT INFORMATION:

ZONING:	LOT: BLOCK: PARCEL:	SQ FT: 1 ST FLOOR: 2 ND FLOOR: GARAGE: OTHER:
<u>Contractor / Inspector / License Number</u> (please list all included in the project and indicate their profession i.e. Plumber, Electrician):		
<u>Irrigation / Gas Service Provider:</u>		

SIGN APPLICATION:

City Limits ETJ	Temporary Permanent	On Premise Sign Off Premise Sign	
Sign Type:	Free Standing	Building	Miscellaneous
<u>Please include the following:</u> ○ Attach a description of the sign (to include number of signs to be installed, dimensions for each: height, base, square footage of sign face, pole structure, total area square footage, lighting, etc.) ○ Attach a plat showing where on the property the sign will be located ○ Ensure that all signs meet or exceed the 2018 International Building Code for wind load (Chapter 16, Section 1609)			

Company Installing Sign:			
Contact Person:		Phone:	
Address:		Cell:	
City:	State:	Zip:	Email:



Master Application

APPROVAL PROCESS:

Once the application has been determined complete, the City Planner or designee will review the application for technical compliance with the code. Please allow SEVEN business days for processing. The application is approved upon notification from City Hall. The permit process will not be finalized and, if needed, the Certificate of Occupancy forms will not be issued until all permit fees and utility billing amounts are paid in full. Any permits become null and void if work or construction authorized is not commenced within 180 days.

FEE CALCULATION: For applicable fees, please refer to the City's currently adopted fee schedule.

Fees Based on Application Type:	\$
Inspection Fees:	\$
Review Fees:	\$
Water LUE Fees:	\$
Wastewater LUE Fees:	\$
Water Meter Fees	\$
* Please be advised that a breakdown of fees will be provided on a separate document	
TOTAL FEES:	\$

Staff Use ONLY:

Check #: _____

Additional Check #: _____

Due at the Time of Application Submission

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel any other Federal, State or local law regulating construction or the performance of construction.

Signature

Name (printed)

Date

Do not write below – Staff Use ONLY

Reviewed By: _____ Date: _____

Application Approved: Yes No

If no, reason for disapproval: _____

Staff Notes: _____

