



DEVELOPMENT SERVICES  
 8001 Shin Oak Drive  
 Live Oak, Texas 78233-2497  
 210-653-9140 ext. 2244



**APPLICATION FOR CERTIFICATE OF OCCUPANCY**

*(This application must be completed and returned to this office with a \$50.00 fee before a final inspection and Certificate of Occupancy is issued) Make Checks Payable to City of Live Oak*

Business Name: \_\_\_\_\_ Building Final Date: \_\_\_\_\_  
 (Exact name that will appear on the Certificate)

Address: \_\_\_\_\_ Suite #: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Approved Sprinklers: Yes \_\_\_\_\_ No \_\_\_\_\_

Lot #: \_\_\_\_\_ N.C.B.: \_\_\_\_\_ Zone: \_\_\_\_\_ Building Type: \_\_\_\_\_ Stories: \_\_\_\_\_

Sq. Ft. of Building: \_\_\_\_\_ Maximum Number of Persons Allowed \_\_\_\_\_

Owner of Premises: \_\_\_\_\_ Use of Premises: \_\_\_\_\_

Business Telephone & Emergency Contact Numbers: \_\_\_\_\_

EMAIL: \_\_\_\_\_

If this is for a Medical Office, please list the name and title of all Physicians that will practice at this location.

Name/Title: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

Will any hazardous materials be used/stored at this address? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, please explain and include the amount and type of material.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Is there a Registered Knox Box at this address? Yes \_\_\_\_\_ No \_\_\_\_\_

Is there an Alarm System? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, an alarm permit must be obtained from the Police Department.

Type of Alarm: Burglar \_\_\_\_\_ Holdup/Panic \_\_\_\_\_ Fire \_\_\_\_\_ Medical \_\_\_\_\_

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Rec'd by & date \_\_\_\_\_ Permit #: \_\_\_\_\_ Delivered C of O: \_\_\_\_\_

*\*Applicant must set up water accounts with the city at City Hall for domestic water & irrigation accounts.*

Buisnesses ONLY Sales Tax # \_\_\_\_\_

**NOTE: A SIGNED LEASE MUST BE ATTACHED WITH THIS APPLICATION.**