



## Johnson County Public Works Department

**Don Burns / Director of Public Works**

1 North Main Street, Suite 305, Cleburne, TX 76033

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### DEVELOPMENT PERMIT FOR COMMERCIAL USE

In the unincorporated areas of Johnson County a Development Permit is required for both residential and commercial use. The following information and application is for obtaining a permit for commercial use.

#### APPLICATION REVIEW REQUIREMENTS

The following information is required with the completed application.

- Warranty Deed or Deed of Trust** that has been filed with the Johnson County Clerk's office.
- Survey of the property** with the stamp or seal of the engineer or surveyor or a copy of the filed plat.
- 911 Address** assigned to business location. Each building must be issued a different address. Do not use an existing address of an existing building. The Johnson County 911 Coordinator, Lisa Richards, is responsible for assigning addresses in the unincorporated areas of Johnson County. Her office is located at the Central Appraisal District of Johnson County, 109 N. Main Street, Cleburne, Texas 76031

Johnson County Public Works will notify you upon approval of application. If the permit is not obtained within 30 days of notification of approval you must re-submit an application.

#### PERMIT FINAL STAGE REQUIREMENTS

Once approved, you will need to provide the following to obtain your Development Permit:

- Driver's License**
- The fee for this permit is \$200.00** and may be paid in cash, check, or money order.
- The landowner must be the one to obtain this permit.** If the landowner is unable to do so, then an exception is made with an authorization form signed by the land owner and a copy of the land owner's driver's license.

Once obtained, the **DEVELOPMENT PERMIT** must be posted so that it is visible from the road whenever improvements are made to the property.

**DO NOT BEGIN CONSTRUCTION PRIOR TO POSTING YELLOW PERMIT AT SITE  
UNAUTHORIZED CONSTRUCTION CAN RESULT IN CIVIL AND/OR ADMINISTRATIVE PENALTIES**

PERMIT # \_\_\_\_\_  
PRECINCT # \_\_\_\_\_

APPROVED: \_\_\_\_\_



# JOHNSON COUNTY PUBLIC WORKS

## DEVELOPMENT PERMIT APPLICATION - COMMERCIAL

1. \_\_\_\_\_  
OWNER AS SHOWN ON DEED
2. AUTHORIZED REPRESENTATIVE: \_\_\_\_\_ ( ) OWNER ( ) OTHER \_\_\_\_\_
3. NAME OF PROPOSED BUSINESS \_\_\_\_\_
4. TYPE & DESCRIPTION OF PROPOSED BUSINESS \_\_\_\_\_
5. PHYSICAL SITE ADDRESS (911): \_\_\_\_\_
6. LEGAL DESCRPTION: Sec./Phase \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_ Plat Date: \_\_\_\_\_  
SUBDIVISION: \_\_\_\_\_ ETJ (City) \_\_\_\_\_  
NON SUBDIVISION: Acreage: \_\_\_\_\_ Survey Name: \_\_\_\_\_  
Abstract Name/No. \_\_\_\_\_
7. DOES PART OF STRUCTURE OR SEPTIC CROSS A LOT LINE ( ) YES ( ) NO
8. STATE / FEDERAL PERMIT REQUIRED ( ) YES ( ) NO PERMIT NO. \_\_\_\_\_
9. BUILDING: ( ) NEW STRUCTURE ( ) EXISTING STRUCTURE
10. BUILDING: ( ) SITE BUILT ( ) MANUFACTURED SQ FT OF BUILDING: \_\_\_\_\_
11. PARKING AREA SIZE \_\_\_\_\_ ( ) PAVED ( ) GRAVEL ( ) OTHER \_\_\_\_\_
12. ENTRANCE/EXIT FROM FM \_\_\_\_\_ CR \_\_\_\_\_ OTHER \_\_\_\_\_
13. ACRES DISTURBED # \_\_\_\_\_ PROPERTY IN FLOOD PLAIN: ( ) YES ( ) NO FIRM PANEL \_\_\_\_\_
14. NO. OF EMPLOYEES: \_\_\_\_\_ DAYS OCCUPIED PER WEEK: \_\_\_\_\_
15. WASTEWATER TO BE USED DAILY \_\_\_\_\_ (gallons per day)
16. SOURCE OF WATER: ( ) PRIVATE WELL ( ) SUPPLIER \_\_\_\_\_

### CONTACT INFORMATION

NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CELL PHONE \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

\_\_\_\_\_  
(SIGNATURE OF OWNER / REPRESENTATIVE)

\_\_\_\_\_  
(DATE)