



Grayson County Fire Marshal

100 W. Houston, Suite A-3-2 • Sherman, TX 75090
Office (903) 813-4200 ext. 2283 / 2284

Construction Building Permit Application



A. Project Information

Project Name: _____
Address or Location: _____
City _____ State _____ Zip _____
Electric Utility Provider: _____ Water Utility Provider: _____
Square Footage: _____ Grayson County Property
ID _____

B. Applicant

Applicant is: Owner or Authorized agent of owner

First Name: _____ Last Name: _____ Corporation or partnership
Street address: _____ City _____ State _____ Zip _____
Phone# _____ Cell# _____ E-mail _____

C. Builder or Contractor

First Name: _____ Last Name: _____ Corporation or partnership
Street address: _____ City _____ State _____ Zip _____
Phone# _____ Cell# _____ E-mail _____

D. Purpose of Application

New construction Addition Alteration/Repair Change of Use

Proposed Use of Building: _____ Current Use of building: _____

Description of proposed work (required): _____

E. Declaration of Applicant – PLEASE READ BEFORE SIGNING.

I _____ certify that:

(Print Name)

1. The information contained in this application, attached plans and specifications, and other attached documentation is true to the best of my knowledge.
2. I agree to conduct operations in accordance with the approved operational permit and all of the documents submitted and specifications submitted herewith, and in strict compliance with all the provisions of the Grayson County Fire Code.
3. I agree that the Fire Marshal's Office may make as many scheduled and unscheduled inspections as deemed necessary to determine compliance with the fire code.
4. Permit are good for 180 days and may be extended for another 180 days if requested in writing.

_____ Date

_____ Signature of applicant

Office Use Only

Permit number: _____ Fee amount received _____ Date received _____

Receipt# _____ Cash _____ Check # _____ Other# _____ Received by: _____



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Sherman, Texas 75091
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PERMIT INFORMATION SHEET

*No person shall perform or authorize Construction or Substantial Improvement within the unincorporated areas of Grayson County without first securing a permit. **Substantial Improvement includes a change in occupancy classification.***

In order to obtain a permit, the following items must be submitted:

1. A completed Commercial Permit Application.
2. One set of construction plans for each building, drawn to scale and must include:
 - a. The site plan, floor plan and life safety plan, including interior finish materials.
 - b. The location of all exits, the distance between exits, and the exit dimensions.
 - c. The location of any fire alarm equipment, automatic sprinklers, emergency lighting, fire extinguishers, exit signs and smoke detectors required to meet the Fire Code.
3. One complete set of site plans, paper or PDF indicating:
 - a. The location of the building on the property and property lines.
 - b. Location of any fire hydrants and/or fire water storage tanks.
 - c. Location of fire lanes/fire access roads, storage areas and parking areas.
4. A permit fee in accordance with the Fire Code Fee Schedule.

The plans will be reviewed and, if necessary, revisions will be marked up on the plans. Upon review, the plans will be stamped or signed one (1) set of plans will be retained at the Fire Marshal’s Office. The remaining set must be kept at the construction site. A Building Permit will also be issued and must remain at the construction site.

Address numbers assigned by the 911 Coordinator must also be visible and legible from the roadway during the entire construction process.

When the construction process is completed and the building is ready to be occupied, a Final Inspection must be scheduled. A final inspection will be completed and Certificate of Compliance issued. ***A building cannot be occupied until it has passed a final inspection and received a Certificate of Compliance.***

BUILDING PERMITS
BUILDING PERMIT - The fee is \$100.00 per each 1000 square feet.
Please provide comments or details about the project:

Payable to: Grayson County Fire Marshal

CHECKS: Payable to Grayson **County Fire Marshal**
CASH: If you come by our office, **please bring the exact amount.**