

Applications & Fees

Your development proposal may require specific forms and applications. Please see below for a listing of common forms.

It is important to understand that all application fees are non-refundable after substantial processing has occurred, regardless of whether the application is approved, denied or expires. It is, therefore, strongly recommended that applicants review their plans with staff prior to submitting plans.

The Development Services Department will be happy to help you through the application process. Please feel free to contact the department if you have any questions regarding this process or if you have any questions regarding planning regulations.

*All forms are in .PDF format unless otherwise noted.

Development Services Department Fees

[Impact Fee Schedule](#)

[Planning and Building Fee Schedule](#)

[Utility Impact Fee ERU Conversion Table](#)

Building Division – Forms

[Building Permit Application](#)

(Residential/Commercial; New and Existing)

[Owner Builder Affidavit](#)

[Building Permit Authorization-POA](#)

[Notice of Commencement](#)

Building Division – Residential Checklists

[Above Ground Pool](#)

[In-Ground Pool](#)

[Accessory Structure](#)

[Demolition](#)
[Electrical](#)
[Fence](#)
[Gas](#)
[General Residential Permit](#)
[Generator Check List](#)
[Mechanical](#)
[Mobile Home Set-up](#)
[One and Two Family](#)
[Plumbing](#)
[Re-Roof](#)
[Screen Room](#)
[Siding – Stucco](#)
[Temporary Pole](#)
[Tug Electrical](#)
[Windows and Doors](#)

Building Division – Commercial Check Lists:

[Commercial Interior Renovation](#)
[Demolition](#)
[Electrical](#)
[General Commercial Permit](#)

Building Division – Additional Documents:

(Commercial and Residential)

[Asbestos Notification Statement](#)
[Blower Door Test](#)
[Certification of Service Disconnect](#)
[Change of Contractor](#)
[Demolition Guidelines](#)
[FBC Asbestos Code](#)
[Mobile Home Inspection Report](#)
[Orange City Hold Harmless](#)
[Permit Extension](#)
[Product Approval Form](#)
[Re-Roof Guidelines](#)

[Re-Roof Nailing Affidavit](#)
[Residential Swimming Pool Safety Act](#)
[Resubmittal or Plans Revision Form](#)
[Roof Slope Guidelines](#)

Planning Division Forms

[2020 Submission and Meeting Schedule](#)
[Annexation Application](#)
[Appeal Application](#)
[Temp Sign Permit](#)
[Development Application Checklist](#)
[Development Review for subdivision and site plan](#)
[Lot Adjustment or Combination](#)
[Lot Clearing Permit](#)
[Lot Grading Permit](#)
[Owner Authorization Form](#)
[Planning Application for Variance, Conditional Use, Rezoning and Amendments](#)
[POD Permit](#)
[PUD Development Agreement Template](#)
[ROW – City Property Use Permit](#)
[Sign Review Permit](#)
[Stormwater Management Permit](#)
[TIA Methodology Guidelines](#)
[Tree Removal Permit](#)
[Vacating Right-of-Way Application](#)

Misc. Forms

[Collection Bin Permit Application](#)
[Concurrency Worksheet](#)
[Conditional Use Worksheet](#)
[Fireworks Application](#)
[Special Event Permit](#)
[Variance Worksheet](#)
[Daily Burn Permit Application](#)