



Building Department
305 N. Arch St.
PO Box 638
Royse City, TX 75189

Commercial Clean and Show Permit

Information Guide

Purpose:

Permit and inspection required when electricity has been turned off at a commercial property due to tenant vacancy or ownership change. The utility company will not turn electricity on without a release from the City. This permit provides a temporary electric release.

Permit Application:

- Complete a Clean and Show Permit Application including the following information fields:
 - Accurate project address
 - Previous use of the property
 - Owner information
- This permit in no way grants the right of occupancy without first obtaining a Certificate of Occupancy from the City.
- Sign Application and send to the City via one of the following methods:
 - Email to Building Dept. at permits@roysecity.com
 - Deliver to Building Dept. at City Hall – 305 N. Arch St., Royse City, TX 75189
 - Online via MyGov
- Permits for Clean and Show will require a physical inspection of the property by the building inspector.
- Inspection can be scheduled at the time the permit is applied for and payment is made.

Inspections:

- Once permit is issued, inspections can be requested via MyGov or by calling 972-524-4832/4823.
- Inspection requests must be received by 4pm for next day inspection.
- Verify all outlets are properly installed with correct covers in place.
- Verify electric panel is complete.

Typical inspections include as needed:

- Electrical Meter Release
- Electrical Final



CLEAN AND SHOW PERMIT APPLICATION

Building Department
305 N. Arch St.
Royse City, TX 75189
Phone: (972) 524-4832/4823

Property Information:	
Permit #:	Development Services Use Only Valuation: \$ <input style="width: 150px;" type="text"/>
Project Address:	<input style="width: 100%;" type="text"/>
Project Description:	<input style="width: 100%;" type="text"/>
Previous Use of Property:	<input style="width: 100%;" type="text"/>

Owner Information:	
Name: <input style="width: 90%;" type="text"/>	Contact Person: <input style="width: 90%;" type="text"/>
Email Address: <input style="width: 90%;" type="text"/>	Phone #: <input style="width: 90%;" type="text"/>
Physical Address (if different from above): <input style="width: 100%;" type="text"/>	

Contractor Type	Contractor Name	Contact Person	Phone #	Email Address
Electrical –	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>

Permits for Clean and Show will require a physical inspection of the property by the building inspector.

Inspection can be scheduled at the time the permit is applied for and payment is made. **Inspections can be scheduled via MyGov or by calling (972) 524-4832/4823.**

A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. **All permits require final inspection. A certificate of occupancy must be issued before any building is occupied.**

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 or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Applicant: Date: