



Van Zandt County

Application for Licensing of Junkyard, Auto Salvage and Wrecking Yards

Name of Business applying for a license: _____

State License No. _____ Type: _____ Date Exp: _____

PERMIT TYPE

- ☐ Automotive Wrecking & Salvage Yard ☐ New Facility ☐ Expansion
☐ Junkyard ☐ Existing Facility ☐ Renewal

APPLICANT INFORMATION

Applicant Name: _____ Telephone: _____

Applicant's Address: _____ Email: _____

Name of Property Owner: _____ Telephone: _____

Property Owner's Address: _____

Work Site Address: _____ Email: _____

LOCATION OF PROPERTY

911 Address: _____

Mailing Address (if different address: _____

LEGAL DESCRIPTION

Abstract: _____ Survey: _____ GEO _____ Property ID: R _____

*Plat attached showing applicant business showing entirely property lines showing business meets location requirements

Is this property subject to deed restrictions? _____ (Yes/No)

Does the proposed application comply with deed restrictions? _____ (Yes/No or N/A)

Location and type of existing screening and proposed screen for fence to be added:

Date business began operation: _____

Currently in Operation: ☐ - Yes ☐ - No

List of ALL Owners - Full name, title, address, phone no. and emails: (use additional page if needed)

Has the Applicant's Business ever had its license under this Ordinance revoked, suspended, or renewal application denied: _____ (Yes/No)

If answered "Yes", give date(s), detail reason(s), and the ultimate action(s) of the Commissioners' Court.



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Has any Owner of the applicant business had license under this Ordinance revoked, suspended, or renewal application denied by **ANY** County? ____ (Yes/No)

If answered "Yes", give date(s), detail reason(s), and the ultimate action(s) of the Commissioners' Court of each County.

Has any owner of the applicant business ever been convicted under Section 8 of County Ordinance Number? ☐ - Yes ☐ - No

If yes, give details of all case numbers, court dates, and names of the owner who was convicted. ***Provide copy of judgement**

FILING REQUIREMENTS CHECK LIST

For an application to be accepted for consideration, it must meet the filing requirements contained within the Van Zandt County Ordinance including:

Initial:

- ____ A current paid tax certificate or receipt for property
- ____ Identification of property Owner and Authorized Agent (Full name, title, home and business address, phone numbers, and email addresses)
- ____ A copy of the property Warranty Deed
- ____ A copy of any Deed Restrictions (If applicable)
- ____ A copy of maps and site plans showing location of the operations and structures. Such maps and plans shall become a part of the application
- ____ Description of the property and the nature of the development that is the subject of the application
- ____ Identification of all accompanying applications
- ____ Application signed by the owner of an interest in the land subject to the application, or the owner's designated agent and
- ____ Shall be signed under oath stating that the applicant believes the information contained therein is true to the best of his or her knowledge
- ____ Obtaining Certificate of Compliance from the Fire Marshal's Office
- ____ List of any disciplinary actions (current or pending) by any state agency or regulatory authority for year prior to application date
- ____ Provide a map/drawing depicting in scale the entire location of the existing/proposed improvements on the property



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**ONCE PAPERWORK GOES TO COURT, THE APPLICANT MUST PAY \$25 LICENSE FEE
TO COUNTY CLERK'S OFFICE, AND SUBMIT THE FOLLOWING WITHIN 45 DAYS OR
APPLICATION WILL BE DENIED**

Initial:

- ____ Van Zandt County Environmental Compliance (Security of Automotive Fluids)
- ____ Legal description of the boundaries of the Site, either by a metes and bounds description accompanied by a survey or by identification of lot and block in a recorded subdivision
- ____ Copy of TCEQ Storm Water Permit (New Facility or Existing Facility)
- ____ Copy of Lease Agreement (if Applicable)
- ____ Any State Issued License
- ____ Applicant to pay for a notice in the local paper for a public hearing notification and a 2x4 foot sign of application approval located at the 911 address point.

Note: Commissioners' Court must approve location for license to be granted. License is only good for one (1) year and must be renewed annually.

ACKNOWLEDGEMENT

By signing this document, I acknowledge that I have read and fully understand all the terms and conditions contained herein. I further acknowledge that I have had the opportunity to review this document with legal counsel of my choosing and that I am entering into this Agreement voluntarily, with full knowledge of its contents, nature, and consequences.

X _____

STATE OF TEXAS

COUNTY OF VAN ZANDT

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED _____

_____ KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE ____ DAY OF _____, 20____.

NOTARY PUBLIC IN AND FOR VAN ZANDT COUNTY, TEXAS.

Kevin Palmer
Fire Marshal



Andrew Rapp
Deputy Fire Marshal

FIRE MARSHAL INSPECTION REQUEST

Facility Information	Contact Information	DEPT. USE ONLY
Name: _____ Address: _____ Phone number: _____	Name: _____ Phone number: _____ Email address: _____	Date submitted: _____ Fee \$ _____ () paid Receipt # _____ FI _____ - _____
TYPE OF PERMIT AND SERVICES		
☐ NEW CONSTRUCTION ☐ FIXED PIPE SYSTEM ☐ FIRE ALARM SYSTEM ☐ FIRE PROTECTION SYSTEMS ☐ PRE-SUBMITTAL REVIEW ☐ REINSPECTION & RETESTING ☐ DUPLICATE PERMIT ☐ TABC LICENSE INSPECTION ☐ FIRE WATCH / STANDBY ☐ FIRE SPRINKLER ☐ Certificate of Compliance ☐ Fireworks Stand ☐ Fireworks Public Display ☐ Mobile Food Unit ☐ Kitchen Hood System ☐ Spray Booth Installation ☐ Hot Works (per project) ☐ Foster Home / Group Home ☐ Daycare Centers ☐ Hospital / Nursing Homes ☐ Other 24-Hour Care Facility ☐ Mass Gathering ☐ Game Room ☐ Game Room (Machines) ☐ Teir II (Annual) ☐ Re-Inspection ☐ OTHER _____		
Details regarding the above request must be provided when application is made and whenever requested by the Fire Marshal. It is the applicant's responsibility to ensure that conditions are in accordance with applicable codes and regulations. No work is to commence until plans are approved and a permit is issued. Violation of work without a permit can result in the issuance of a fine, permit revocation or both. Approved drawing, plans, and or details must always remain present at the location of the project. Signature of Applicant: _____ Date: _____		
☐ Plans Review: ☐ Inspection Date: ☐ Re-Inspection Date(s): ☐ Re-Inspection Date(s): ☐ Pass ☐ Fail ☐ Pass ☐ Fail ☐ Pass ☐ Fail ☐ Pass ☐ Fail Permit Approved by: _____ Date approved: _____		

LICENSE

THE STATE OF TEXAS

§
§
§

COUNTY OF VAN ZANDT

A license is hereby granted to: _____

_____, to operate a(n) _____

_____ located at _____

pursuant to and in compliance with Van Zandt County Ordinance No. ___, adopted September 10, 2025.

Approved by the Van Zandt County Commissioners Court on the ____ day of _____,
_____.

Issued this ____ day of _____, _____, and effective until the ____ day of
_____, _____.

Andy Reese, County Judge
Van Zandt County, Texas

ACKNOWLEDGEMENTS

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NOTARY PUBLIC IN AND FOR VAN ZANDT COUNTY, TEXAS

ATTEST:

Susan Strickland, County Clerk
Van Zandt County, Texas

I, the undersigned, swear under penalty of perjury that the above information is true and correct.

Applicant

Subscribed and sworn to before me the undersigned notary of the ____ day of
_____ 20 ____.

Notary Public, in and for State of Texas
Van Zandt County

THIS LICENSE IS RENEWABLE ANNUALLY ACCORDING TO SECTION 6 OF VAN ZANDT COUNTY ORDINANCE
NO. 001, AS AMENDED