



New/Remodel Commercial Plan Review Checklist

Project Address: _____ Project Name: _____

Permit Application with an original signature must be complete and submitted with the following information:

_____ **(3) Site Plans to include:**

- _____ Legal Description (lot, block, subdivision)
- _____ Property lines and lot dimensions
- _____ Proposed structure and all existing buildings
- _____ All easements
- _____ Existing and proposed location of utility poles, pad mounted transformers
- _____ Existing and proposed fire hydrant locations, and size of water lines

_____ **(3) Parking lot layout plans and Grading plans**

_____ **(3) Commercial Energy Code Compliance - (2009 IECC)**

To include Lighting Compliance, Mechanical Compliance and Building Envelope (if applicable).

_____ **(3) Sets of plans** to include floor plan, exterior elevations, roof design, Foundation plan, mep design, construction details, window/door schedule.

_____ **(3) Sets**

- _____ Fire lane location and construction plans and details,
- _____ Underground Fire Line plans (NFPA 24)
- _____ Fire suppression system plans to include fire sprinkler (NFPA 13)
- _____ Kitchen suppression systems and documents (NFPA 17, 17A as applicable)
- _____ Fire alarm system plans (NFPA 72)
- _____ Emergency access plans

_____ **Driveway approaches and drainage culverts** - Engineered plans (Driveways accessing State Highways require TXDOT permit)

_____ **TDLR #** - Architectural Barriers Registration (if \$50,000.00 or over)

_____ **Asbestos Survey or Compliance Statement** (if demo or remodel)

Contractor Registration required for General, Electrician, Plumber, Mechanical, Irrigator, Backflow Tester