



Commercial Plan Review Checklist

Project Address: _____ Project Name: _____

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

___ **(4) Site Plans to include:**

___ Legal Description (lot, block, subdivision)

___ Property lines and lot dimensions

___ Proposed structure and all existing buildings

___ All easements

___ Location of septic system including spray area

___ North arrow and scale

___ Existing and proposed location of utility poles, pad mounted transformers

___ **(4) Parking lot layout plans**

___ **(4) Grading plans**

___ **(4) Commercial Energy Code Compliance - (2015 IEC)**

To include Lighting Compliance, Mechanical Compliance and Building.

Envelope, if applicable.

___ **(4) Sets of plans** to include floor plan, exterior elevations, roof design,

Foundation plan, MEP design, construction details, window/door schedule.

___ **Fire lane location and construction plans and details, Fire suppression system plans and documents, Fire alarm system 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 demolition or remodel)

___ **WP-1** - Application for Windstorm Inspections

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

Drawings will be comprised of two (2) full-sized sets and (2) half-sized sets. A complete PDF set will also be required.