



Commercial New/Remodel Plan Review Checklist

Project Address: _____ Project Name: _____

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

_____ ***Two (2) 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

_____ Elevation certificate if property located in 100-year flood plain

_____ ***Two (2) Parking lot layout plans***

_____ ***Two (2) Grading plans***

_____ ***Two (2) Commercial Energy Code Compliance Reports - (2006 IECC)***

To include lighting compliance, mechanical compliance, and building envelope, if applicable

_____ ***Two (2) Sets of to include:***

_____ Floor plan, exterior elevations, roof design, foundation plan, map design, construction details, and window/door schedule.

_____ LCRA application number for on-site sewer facility (OSSF)

_____ Copy of system diagram after approved by LCRA

_____ **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 a TXDOT permit)

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

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

Contractor Registration required for General, Plumbers, Electrician, Mechanical, Irrigator, and Backflow Tester.