



Commercial Permit Submittal Requirements

CONSTRUCTION DOCUMENT SUBMITTALS: Two (2) copies of the completed set of construction documents are required for plan review. Construction documents must be submitted along with completed permit application form. An additional set of plans will be required for fire-sprinklered buildings

Note: Drawings containing a label such as "not for construction" or "for pricing only" will not be accepted for permit application.

PROFESSIONAL LICENSE: Each drawing and document shall be sealed, signed, dated and designed by a State of Texas Registered Architect, Registered Engineer, Registered Interior Designer, where applicable as required by the State of Texas Engineering and Architect Practice Act.

REQUIRED DRAWINGS AND DOCUMENTS:

1. Site plan
2. Elevation certificate ^(a)
3. Floor plans and roof plans
4. Exterior elevation
5. Door schedules, window schedules, hardware schedules
6. Construction details; interior elevations and interior finish schedules
7. Structural plans must include: foundation plans, roof and floor framing plans, wall sections and details
8. Mechanical, electrical and plumbing site plans and schedules
9. Plumbing plans (including riser diagram)
10. LCRA application number for on-site sewer facility (OSSF)
11. Copy of system diagram after approved by LCRA
12. Mechanical plans
13. Electrical plans (including riser diagrams)
14. Certified Energy Compliance Report ^(b)
15. Asbestos Survey (for renovation or demolition permits) ^(c)
16. Texas Department of Licensing and Regulation architectural barriers project registration information ^(d)

The City Building Inspection Department may request additional information if necessary. Drawings must be drawn to scale, dimensioned and of sufficient clarity as to be reproducible.

NOTE:

- a. An elevation certificate when property is located in the 100-year flood plain
- b. U.S. Department of Energy [www.energycodes.gov]
- c. Texas Department of Health, Asbestos Program Branch [(512) 834-6600 or www.dshs.state.tx.us/asbestos]
- d. Texas Department of Licensing and Regulation [(800) 803-9202 or www.license.state.tx.us]