



NEW COMMERCIAL BUILDINGS

New Construction and Additions:

(Information presented is for the building permit only; separate applications will be required for the plumbing, mechanical and electric components of the project).

Complete submission includes:

- Building Permit Application
- Elevation Certificate if within a flood plain. (If you are unsure, please contact our office for the most recent FEMA information regarding your property).
- Declared Occupancy use and Type of Construction.
- 2 Complete sets of plans. **Minimum of 24"x36"**
- Site Plan (Scale 1" =20' -0) **Include all easements, lot and block as well as adjacent properties.**
- Civil Plans (Scale 1" =20' -0" /30' -0")
- Architectural Plans (Scale 1/4" =1' 0')
- Engineer Sealed Foundation Plan (Scale 1/4" =1' 0')
- Structural Design (Scale 1/4" =1' 0")
- Mechanical Plan (Scale 1/4" =1' 0")
- Plumbing Plan (Scale 1/4" =1' 0")
- Landscape Plan (Scale 1/4" =1' 0")
- Parking Plan (Scale 1/4" =1' 0")
- COMcheck Compliance Certificate – IECC Energy Code Compliance - The 2012 IECC Compliance Form must be signed by the responsible party.
(<http://www.energycodes.gov/comcheck/>).
- Windstorm-Completed Texas Department of Insurance WP1-1 Form
(www.tdi.state.tx.us/wind/downloads.html#eng-1).
 - Hold down locations and capacities
 - Uplift for plate and top plate to rafter connections
 - Shear transfer method
 - Wall studs grade size and max. plate height
 - Labeling of shear and load transferring walls, including detail of fastening methods
 - Anchor bolt sizing and placement and/or method of anchoring to be used
 - Details for non-prescriptive design and/or construction methods
 - Wind load summary

- A statement that the engineer will maintain a permanent file containing the structural design information for all non-prescriptive components of the structure
- Drawing(s) sealed and signed by a professional Engineer Licensed by the State of Texas.
- Plans may be required to be sealed and signed by a Design Professional depending on occupancy use, type of construction, and/or square footage.
- All Commercial projects greater than or equal to \$ 50,000 must be registered with TDLR and issued an EAB #, in order to obtain building permits for accessibility compliance.