

NEW COMMERCIAL CONSTRUCTION INFORMATION

A. PLAN REVIEW / PERMIT SUBMITTAL

The requirements for permit submittal are:

1. One full set of plans in digital format.
2. One (1) site plan indicating all proposed structures and where those structures are to be placed in relation to property lines and other buildings on the same lot.
3. One (1) complete floor plan of the structure(s). Indicate room/area sizes and uses.
4. Window and door sizes must be included with each of the floor plans.
5. One (1) elevation drawing of each side showing exterior wall construction and finish.
6. One (1) foundation drawing stamped by a professional engineer licensed by the State of Texas.

B. GENERAL INSPECTION NOTES

1. All inspections must be requested by calling 254-559-8287.
2. Cancellations - Inspections should not be requested until the contractor has verified that the work is complete and ready for inspection.
3. No construction, other than setting form boards and lot grading, may begin until a building permit has been issued.
4. Permit and previous inspection tags must be maintained on the jobsite until completion. Removal of a red tag will result in a failed inspection with a re-inspection fee.
5. Addresses must be posted on all temporary electrical poles.

C. INSPECTIONS REQUIRED

Inspections required for building construction types are outlined below:

1. Temporary Pole
2. Drive Approach and Sidewalks in the ROW
3. Plumbing Rough
4. Grease Trap
5. Foundation
6. Structural Steel Report (if applicable) before the wall inspection.
7. Framing/Electrical/Plumbing Wall inspection (Wall framing, electrical lines in walls and plumbing should be done at the same time)
8. Insulation Inspection
9. Ceiling Inspection (Electrical, Mechanical, Plumbing – shall be scheduled at the same time)
10. Duct Wrap Inspection (Insulation)
11. Grease Duct or Hood Inspection
12. Utility Final
13. All Finals (Building, Mechanical, Electrical, Plumbing and Energy Final inspections should be done at the same time)
14. C.O. and Fire Department Final