

New/Remodel Commercial & Residential Plan Review Checklist

**Submittal of this Checklist is Required with All Building Permit Applications
(Plan Review Will NOT be performed until All Applicable Items are Submitted)**

Address: _____ Project Name: _____

_____ Plan Review Checklist

_____ Building Permit Application

_____ For NEW Commercial Builds (value \$1,000,000+), 50% of the Permit Fees will be Required at the Time of Submittal

_____ For ALL NEW Commercial Projects, an Engineering Acceptance Letter is Required at the Time of Submittal

_____ Asbestos Survey (if Commercial Construction, Renovations, or Additions over \$20,000: Federal and State laws require any commercial building be surveyed, and abated of asbestos by a licensed and/or accredited asbestos inspector before a building and/or demolition permit can be issued.)

_____ TDLR# - Texas Accessibility Standards (for Commercial if value over \$50,000)

_____ A RES-Check Energy or a COM-Check Compliance Report (for New Commercial or Residential)

_____ Site Plan to include:

Legal Description (Lot, Block, Subdivision)
Property Lines and Lot Dimensions
Proposed Structure and Existing Buildings
Proposed Flatwork
All Easements and Proposed Location of Utilities
North Arrow and Scale

_____ For Septic Systems Provide Documents showing Designated Rep (DR) from Dallas county

_____ (2) Separately BOUND Hardcopies of Full Sets of Plans *To Scale*

_____ (1) Electronic copy of ALL of the above on a CD

Signature: _____ Date: _____