

**CITY OF McALLEN
COMMERCIAL BUILDING PERMIT
CHECKLIST FOR INITIAL APPLICATION REVIEW**

I. Application

- i. Recorded Plat, Site Plan Approval and Conditional Use Permits
- II. Complete application / Plan Review Fee (18% of permit fee)

II. Submittal Documents

- i. Construction Documents (One set 24" x 36" and One set 11"x17" or Electronic File (PDF))
- i. Registered Design Professional (required at time of application, if applicable) Original Seal.
 - a. Engineer, if exceeding 5000 sq. ft., spans >24' or over one story (www.tbpe.state.tx.us) (Please provide complete set of MEP's & Structural on an (11"X 17"or PDF) (512-440-7723)
 - b. Architect, if exceeding 20,000 sq. ft. (www.tbae.state.tx.us or 512-305-9000)
- ii. Site plan to Include the following:
 - a. Proper scale, north arrow, street names, proposed & existing structures on site
 - b. Location and type of Signs (sign permits only)
 - c. Setbacks from property lines and back of curb (back of curb setbacks for signs only)
 - d. Landscaping and off-street parking
 - e. Location of streets, roads, alleys, driveways, entrances and exits to parking areas.

III. Texas Accessibility Standards (www.license.state.tx.us/ab/ab.htm or 800-803-9202)

- i. EABPRJ # (if project construction cost = \$50,000 or more.)

IV. Texas Building Energy Performance Standards (www.energycodes.gov - COMCHECK)

- i. 2015 IECC Energy Compliance Report (if applicable)
 - Envelope
 - i. Heating & Cooling load calculations (manual J) Lighting
 - ii. Preliminary Commissioning Report Mechanical

V. Environmental Health Asbestos Program (www.dshs.state.tx.us/asbestos/default.shtm or 800-572-5548)

- i. Asbestos Survey

VI. EPA's Lead Renovation, Repair and Paint Rule (RRP Rule) (214-665-7577 <https://www.epa.gov/lead>)

- i. Built prior to 1978 Yes No

VII. Other Required Documents (if applicable)

- i. Labeled Kitchen Layout (enlarged) / Bar layout (Plumbing Fixtures)q
- ii. Commercial Kitchen Hood (designed by a Professional Engineer when applicable) and cooking equipment specifications.
- iii. Grease Trap - **Contact Pretreatment Department Staff: (956) 681-1760**

Initial

- a. Utility Plan 11x17 (outside building - New) **To include bars and night clubs with or w/o cooking**
- b. Questionnaire www.McAllenpublicutility.com/departments.wastewater-systems/pre-treatments/
- iv. Seating Arrangement (Restaurants, Bars, etc.)
- v. Detention Plan (design by an engineer) vii. Is the structure located in a flood plain?
- vi. Fire Suppression/Sprinkler System viii. Fire Rated Assembly Details (Ref. UL # or IBC)
For Fire Prevention at 681-2500 ix. Provide Driveway Approach and width

***Note: This list is made available to assist and expedite your permit, but may not include all required documents.**

Current Codes Commercial

International Building Code 2018
International Plumbing Code 2018
International Mechanical Code 2018
International Fuel Gas Code 2018
International Fire Code 2018
National Electrical Code 2017
International Energy Code 2015

Contact Person _____
 Phone Number _____
 New/Rem/Add _____
 Project Address _____
 Date _____
 Email Address _____
 Signature _____

New Construction =.16/SqFt Remodeling = .006xConstruction cost Min. Permit Fee = \$48, Min. Review Fee = \$8.64, 18% Review fee cost of construction