

CITY OF ALTON
COMMERCIAL BUILDING PROJECT APPLICATION CHECKLIST
REQUIREMENTS FOR INITIAL REVIEW

www.alton-tx.gov

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

I. Application

- _____ I. Recorded Plat, Site Plan Approval and Conditional Use Permits
- _____ II. Complete application / Plan Review Fee (if applicable)

II. Submittal Documents

- _____ I. Construction Documents (Two sets of construction documents/plans, 24" x 36")
- _____ II. 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 or 512-440-7723)(Please provide complete set of **MEP's & Structural** on an (11"X 17")
 - _____ b. Architect, if exceeding 20,000 sq. ft. (www.tbae.state.tx.us or 512-305-9000)
- _____ III. Reduced Site Plan, Floor Plan & Plumbing Plans (11" X 17")
 - Site plan to Include:
 - 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)
 - _____ a. Envelope
 - _____ b. Mechanical
 - _____ c. Lighting

V. Environmental Health Asbestos Program

(www.dshs.state.tx.us/asbestos/default.shtm or 800-572-5548)

- _____ I. Asbestos Survey

VI. Other Required Documents (if applicable)

- _____ I. Labeled Kitchen Layout (enlarged) / Bar layout (Plumbing Fixtures)
- _____ II. Commercial Kitchen Hood (designed by a Professional Engineer when applicable) and cooking equipment specifications.
- _____ III. Grease Trap- contact City of McAllen- Pretreatment Department Staff: 956-681-1760
- _____ 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)
- _____ IX. Driveway Approach and width
- _____ X. Hidalgo County Health Dept. 956-383-0111

For Fire Department Requirements call (956) 432-0740

Current Codes Commercial

International Building Code 2015
International Plumbing Code 2015
International Mechanical Code 2015
International Energy Code 2015
International Fire Code 2015
National Electrical Code 2014

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