



COMMERCIAL TENANT IMPROVEMENTS **& ALTERATIONS**

BUILDING PERMIT SUBMITTAL REQUIREMENTS

(NO CHANGE OF BUILDING SIZE & ALL PROJECTS EXCEPT ONE AND TWO FAMILY DWELLINGS)

Submit Building Permit application, 25% of building permit fee, Energy Code compliance documentation (if any required), and an electronic pdf. plan set. Plan sets shall consist of the information listed below. Architectural and Engineered plans require seal and signature of the responsible Texas licensed Architect or Engineer. Complete the City's **Asbestos Survey / Certification** form and provide a copy of a current Asbestos Survey or certification from a Texas licensed Architect or Engineer indicating the building and building materials do not contain asbestos. The permit can be submitted either in person or via email at commercialpermits@midlandtexas.gov.

Project shall be designed to meet the 2018 International Building, Plumbing, Mechanical, Fuel Gas, 2015 Fire and 2015 Energy Codes with City of Midland amendments, the 2023 National Electric Code with City of Midland amendments and the Texas Accessibility Standards. Projects with a construction value in excess of \$50,000 must have a TDLR **TABS Registration Number** at submittal. The following minimum information shall be included in the plans.

Architectural and Structural

- A. Key Plan identifying the location of the proposed work
- B. Use Group (required) with mixed use option (if applicable)
- C. Construction Type
- D. Total area of existing building and area of project
- E. Occupant load for all rooms or spaces.
- F. Use of all rooms and spaces on dimensioned floor plan
- G. Building elevations (if applicable)
- H. Fire suppression and fire alarm requirements, fire extinguisher size and location
- I. Sections with construction details for all proposed foundations, floors, columns, beams, walls, partitions, ceilings and roofs
- J. All fire rated assemblies with UL or other agency design number and locations and fire resistance ratings of all fire doors, fire shutters, fire windows and fire dampers
- K. Firestop systems/devices for all penetrations and joints of fire resistance rated assemblies
- L. Ceiling plan and material information
- M. Door, door hardware and window schedule
- N. Glazing information
- O. Exiting information including travel distance, exit signs and emergency lighting
- P. Stair and/or ramp details including guardrail and handrail details
- Q. Accessibility details including exterior and interior accessible routes, parking, use group requirements, features and facilities.
- R. Information pertinent to the structural design (live, dead, snow, wind, earthquake, concentrated, impact, combination, special loads, if applicable)

See other side for additional items

Architectural and Structural (Continued)

- S. Special Inspection Schedule (if applicable)

Electrical

- A. Power and Lighting Layout
- B. Service information and location
- C. Riser Diagram
- D. Load study

Plumbing

- A. Layout
- B. Underground plumbing and riser diagram including venting
- C. Water distribution diagram including all backflow prevention devices
- D. Fixture layout and information
- E. Gas meter location and piping layout.

Mechanical

- A. Duct layout
- B. Ventilation air requirements
- C. Equipment sizing
- D. Duct Detectors

If applicable:

- One copy of Energy Code compliance statements and commission plan
- One copy of Project Manual
- One copy of Soils Report
- One copy of Asbestos Survey / Certification Form
- One copy of Hazard Materials Inventory