



PAKING LOT STANDALONE PERMIT

PARKING LOT PERMIT SUBMITTAL REQUIREMENTS

(ALL PROJECTS EXCEPT ONE AND TWO FAMILY DWELLINGS)

Submit Building Permit application, 25% of building permit fee, and an electronic pdf. set of plans. 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. The permit can be submitted either in person, CSS portal, 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 more than \$50,000 must have a TDLR **TABS Registration Number** at submittal. The following minimum information shall be included in the plans.

- 1. Plat**
- 2. Site Plan**
 - A. North Arrow, scale and plan date
 - B. Property size and dimensions
 - C. Dimensioned building footprint and total building area
 - D. Building height, number of stories
 - E. Building setbacks to property lines
 - F. Existing and proposed dumpster locations and enclosure
 - G. Existing and proposed ground mounted equipment and screening method
 - H. Existing and proposed utilities & fire hydrants (on-site and adjacent)
 - I. Existing and proposed easements (on-site and adjacent)
 - J. Existing and proposed sidewalks (on-site and adjacent)
 - K. Location of parking, number of spaces required and provided
 - L. Abutting alley and streets, including street name and surface type
 - M. Existing and proposed driveway locations with dimensions
 - N. Distance to driveways on adjacent properties
 - O. Compliance to Midland Right-of-way requirements including sight triangles
 - P. Exterior lighting
 - Q. Floodplain/Floodway information (if applicable)
- 3. Construction Storm Water Pollution Prevention Plan**
 - A. Site layout indicating locations of control methods (i.e.; silt fence, site entrance)
 - B. Required control method types
 - C. Maintenance inspection requirements
- 4. Civil**
 - A. Drainage & Grading Plans
 - B. R.O.W. Improvements (separate submittal)
 - C. Utility Plans
- 5. Landscape & Irrigation Plans**

Meet requirements of COM Code of Ordinance Title 11 Section 9

 - A. Project Description Project name and location
 Designer name and phone number

- B. Site Elements
 - North arrow
 - Scale
 - Structure location
 - Parking location
 - Property lines
 - Setback lines
 - Existing plant material and tree location
 - Proposed plant material and tree location
 - C. Landscape Legend
 - Plant material/tree name
 - Plant material/tree symbol
 - Plant material/tree caliper
 - Plant material/tree quality
 - D. Landscape Ordinance Compliance Schedule
 - Total lot area
 - Total area of building footprint
 - Total area required to be landscaped with plant material
 - Total area that will be landscaped with plant material
 - Total length of street frontage
 - Total number of trees required per street frontage
 - Total number of trees provided per street frontage
 - Total number of parking spaces
 - Total number of trees required per parking spaces
- 6. Architectural and Structural**
- A. If light poles are to be constructed, provide the engineered structural designs for the light poles.
- 7. Electrical**
- A. Layout
 - B. Service information and location
 - C. Riser Diagram
 - D. Load study