

**COMMERCIAL BUILDING** *Permit application*

must include the following:

Two (2) sets of BUILDING DRAWINGS (site plan with driveway and drainage details)  
SURVEY and PLOT PLAN ( must be combined and must show the following: all utilities,  
including sewer, water, fire hydrants, manholes, etc., and drainage arrows)

ELEVATIONS

ENGINEER SEALED STRUCTURAL DRAWINGS

(If building is 5000 sq ft and over, engineered electrical, mechanical and plumbing  
is required.)

FLOOR PLAN (must include electrical, mechanical and plumbing)

FRAMING DETAILS

WALL SECTION DETAILS

FOUNDATION PLAN

BEAM DETAIL

COMCHECK

<http://www.energycodes.gov/comcheck/>

NOTE: Preconstruction meeting required on all commercial projects

***INSPECTIONS REQUIRED:***

**GROUND**

Plumbing

Electrical

Foundation\*

Sidewalk

Drive Approach

Flatwork

\*(form check required at  
time of foundation inspec-  
tion, after forms are in place,  
before slab is poured: Must  
include registered surveyor  
seal, signature and date)

**COVER/ROUGH**

Plumbing

Electrical

Gas

Mechanical

Framing

**FINAL**

Plumbing

Electrical

Gas

Mechanical

Building\*\*

\*\*(debris removed,  
lot graded,  
appliances installed  
& working, address  
numbers, water  
meter inspection)\*\*

***\*\*\*DO NOT REMOVE GREEN OR RED STICKERS FROM  
STRUCTURE BEFORE FINAL OCCUPANCY INSPECTION\*\*\****

***\*\*\*DO NOT COVER UP WORK BEFORE INSPECTIONS ARE  
PERFORMED\*\*\****