



COMMERCIAL APPLICATION CHECKLIST

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Incomplete applications/submittals will not be accepted.

Building Permit approval will not be authorized until the project is 'released' by Planning and Engineering. A Pre-Construction meeting with Building Inspections is required prior to issuance of Building Permit.

Current Adopted Codes: 2018 IBC, 2018 IPC, 2018 IECC, 2018 IFC, 2018 IMC, 2017 NEC, TAS REQUIREMENTS, ADA REQUIREMENTS

At time of permit submission:

- Commercial Permit Application COMPLETELY filled out and signed with:
 - Project name,
 - Business type,
 - Project address with suite number,
 - Subdivision Lot, and
 - Block

Note: If this is a new project an address will be assigned during the Plan Review process.
- Valuation and total square footage of Project (or Suite) provided on application.
- General Contractor and subcontractor(s) if known. Contractor must be validated before a pre-con or permit release.
- New construction must have planning assigned project number.
- Asbestos-Free Report - Signed & Sealed by Architect, Engineer or Licensed Inspector, where applicable.
- Architectural Barrier Registration from the Texas Department of Licensing & Regulation (TDLR#) for all projects valued at \$50,000 or greater provided. <https://www.tdlr.texas.gov/ab/ab.htm>
- All the building plans including: Architectural, Structural, Electrical, Mechanical, Plumbing, Energy, etc.
- The Approved site plan for New construction and additions
- Photometrics for New construction and additions
- Lighting and Mechanical COM checks. (Separate from spec book.) www.energycodes.gov/comcheck
- The medical checklist as required
- The Special Inspections forms as required
- Additional documentation as required: Specifications, roof material specs, and Geo-tech report (new / addition)
- Completed Health & Food Safety [Commercial Food Establishment Plan Submittal Requirements](#) (included in this package).

BUILDING INSPECTIONS

COMMERCIAL SUBMITTAL PACKAGE

FOR BUILDING PERMIT APPLICATION SUBMITTALS

A. PROJECT REFERENCE

1. Approved P&Z / CIVIL final site plans & conditions (Essential to a valid application).
2. Approved Building Elevations and/or any other pre-required approvals.
3. Soil Report (separate from spec book), Project's Data & Code Review with applicable 2018 IBC (International Building Code) requirements.
4. Energy Code Tabulation (meeting or exceeding the min. requirements of the 2018 IECC.) with thermal value summary of insulation provided for the building envelope.
5. All mechanical equipment shall be screened from view at a point (6) feet above ground level at the property line. If a parapet does not accomplish this screening, a screening wall equal to the height of the equipment shall be provided (screening shall be compatible to building materials.)
6. The project must be provided with sufficient facilities for screened dumpsters, recycle bins, grease barrels, etc. for total refuse containment system. Designed system must conform to City criteria and meet the approval of the Environmental Services Dept. (See standard details and related information).
7. a) Reference to finish material's Flame-spread and Smoke-developed classification included in the finish schedule (Catalog sheets evidence may be required by inspectors).
b) Architectural Barriers Project No. (Or evidence of TAS/TDLR review application).

B. CONSTRUCTION DOCUMENTS

1. Professionally sealed construction drawings, containing all the basic architectural, structural, and M/E/P drawings, as required. (Verify if additional specific drawings may be required by Health & Food Safety for food-related projects).
2. Project Specifications, Building Construction plans, and Geotechnical Report on CD/ DVD in PDF format.

NOTE: Architectural and M.E.P. design drawings must include code required fire-stopping, fire resistive joint, and fire barrier systems with corresponding ASTM's and UL design reference numbers for contractor's pricing and proper installation. Provide all related details as required.

C. ADDITIONS, ALTERATIONS AND REMODELING

Same application rules apply for addition, alterations, or remodeling projects except for the additional documentation on the existing structures. Provide true-scale Architectural and Engineered plans. Plans of existing conditions must be included in the submittal package. Asbestos Survey by a TDSHS Licensed professional is required for renovating or demolishing work of any public or commercial building before a permit is issued as per **TAC (Texas Administrative Code) Title 25, Part1, ch. 295.31-295.73.** The Owner, Contractor, or other Representative must send notification to the Texas Department of State Health Services (TDSHS) 10 working days prior to starting any demolition project, regardless whether the site contains asbestos or not. If asbestos is not present and testing is not necessary, a statement from a registered professional designer (P.E. or R.A.) may be used in lieu of an asbestos survey.

D. GENERAL NOTES

1. A prerequisite for any building permit is the full compliance with all sections of the current Planning & Zoning Ordinance, approved Final Site & Civil Engineering plans, and other needed Department approvals.
2. Structural design must be based on the latest ASCE 7, Table 1.5-1. Where a referenced standard specifies that the assignment of a risk category be in accordance with ASCE 7, Table 1.5-1, Table 1604.5 of the IBC shall be used in lieu of ASCE 7, Table 1.5-1. Risk Categories I at 105 mph ultimate design wind speeds, Risk Categories II at

115 mph ultimate design wind speeds, Risk Categories III & IV at 120 mph ultimate design wind speeds. Exposure C, Snow Loads, Seismic & Importance factors. Required special inspections' info (sec.1704/1705 IBC) should also be noted.

3. Expect 2-4 week turn-around time for a full review. Additional time when plans contain unresolved code issues requiring substantial revisions or re-submittals.
4. One review-stamped set of plans marked red with the reviewer's comments shall be released to the applicant upon payment of assigned fees. This set shall be released to the applicant through the ProjectDox system. These plans are not required to be printed on the jobsite. Building Inspectors will access the plans electronically while on site.
5. Incomplete submittals may cause the application to be rejected. It is the applicant's responsibility to verify the current requirements online at www.friscotexas.gov/building.
6. Records of plans are not kept indefinitely by the City. After the Certificate of Occupancy has been issued, records are temporarily archived for a period until they are finally discarded by law. Applicants are encouraged to retain their own records.

THE ISSUANCE OF A BUILDING PERMIT IS CONTINGENT UPON FULL COMPLIANCE TO ALL CITY OF FRISCO CODES, REQUIREMENTS, AND ALL APPLICABLE LAWS.



ASBESTOS-FREE REPORT

(As required by the CITY OF FRISCO for permit applications)

PROJECT: _____
(Name and Address, include Suite # if applicable)

(A) ASBESTOS SURVEY DOCUMENTATION

() In accordance with the Texas Asbestos Health Protection Rules (TAHPR), the National Emission Standards for Hazardous Air Pollutants (NESHAP) and Asbestos Hazard Emergency Response Act (AHERA), as applicable, I hereby certify that an asbestos survey has been conducted for the area(s) to be renovated, altered and/or demolished. Related documentation is:

Attached herewith () (Survey Date: _____ TDH Insp. License No. _____)

Shall be submitted () (**TAC Title 25, Part 1, ch 295.31-295.73**) states that a permit may not be issued without an Asbestos Survey or Architect/Engineer's certification stating that the project does not contain asbestos).

I understand that it is my responsibility to have this asbestos survey conducted and submitted prior to a permit being issued by the City of Frisco and to notify the Texas Department of State Health Services (**TDSHS**) not later than 10 working days, as required before starting asbestos abatement or any demolition project, regardless of whether the site contains asbestos or not.

Name _____ Phone _____
(Owner, Authorized Representative or TDH Inspector)

Signature _____ Date _____

(B) A STATEMENT THAT THE INSTALLATION OF MATERIALS CONTAINING ASBESTOS IS PROHIBITED.

() Having reviewed the Material Safety Data Sheets (MSDS's) for the materials used in the original construction, the subsequent renovations or alterations of all parts of the building affected by the planned renovation or demolition, and any asbestos surveys of the building previously conducted in accordance with this (TAHPR's); and In accordance with (**TAC Title 25, Part1, ch 295.31-295.73**) to the best of my knowledge, information and belief, I hereby attest that all parts of the buildings or materials affected by the alteration, renovation and demolition as planned for the new construction does not contain asbestos.

Professional's Authentication:

Signed: (Seal, Title or License No.)

Architect/Engineer _____

TDH licensed Insp. _____

Company _____

Phone _____ Ext. _____ Date _____

NOTES: The City of Frisco requires that the statement be signed & professionally authenticated by a professional Engineer or Architect in order to be considered acceptable. Rev: Nov 2013.

FORM 857 Health Permit Package

- FORM 84 – HFS – Commercial Food Establishment Plan Submittal Requirements
- FORM 82 HFS Food Establishment Permit Application
- Grease Interceptors
- FORM 85 HFS Minimum Standards for Food Establishments

FORM 14217 COG Special Inspections Program



Permit Number: _____ - _____

MEDICAL / DENTAL FACILITY CHECKLIST

Submit Checklist with Project # and application. Include any uncovered relevant information necessary for Plan Review.

Business Name _____

Street Address _____ Suite# _____

Medical Specialty _____ Total Square Footage _____

24-hour-basis medical operation facility Yes No

Other flammable laboratory gases / combustibles liquids Yes No

Medical gas storage/distribution	(NFPA 99)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Nitrous Oxide (N2O)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Oxygen (O2)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	General Anesthesia	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	Conscious Sedation	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Auxiliary emergency electric service needed Yes* (*As per NFPA 99, 101 & 110) No

Facility with Radiation / Radiotherapy equipment Yes* (*Med Physicist's report required) No

Medical Physicist's analysis report submitted Yes* (*with any Physicist's drawing) No

Screening of area used for Laser-beam treatment Yes* (*Light rays not to escape area) No

New construction and interior finish-outs are required to provide responses in next section (below).

Asbestos Survey report attached Yes No

Commercial use of kitchen facility Yes* (*Rated exhaust shaft & Health Permit required) No

Available Drinking Fountain (in or near Tenant area) Yes (*Common DF on same floor acceptable*) No

Usable Service Sink (in Tenant area or same floor) Yes (*Tenant use of common SS acceptable*) No

International Energy Conservation Code (IECC) report Yes* (**Lighting / Power / Mechanical systems*) No

Project submitted to TDLR for TAS review Yes* (**Projects \$50,000 or more construction value*) No

This Checklist was completed by: _____

(Signature required)

(Date)

Owner's Name _____

(Please print)

Business Name _____

(Please print)



INSTALLATION OF RADIATION EQUIPMENT AND MEDICAL GAS SYSTEMS

A) RADIATION EQUIPMENT

The Bureau of Radiation Control of the Texas Department of Health (TDH) has issued general provisions and standards for protection against machine-produced radiation under the Texas Regulations for Control of Radiation (TRCR)-Title 25 Texas Administrative Code (TAC), Chapter 289. Those rules establish that the total effective dose equivalent (TEDE) to individual members of the public from exposure to radiation from radiation machines does not exceed 0.5 rem in a year and 0.002 rem in any one hour.

In conformance, the City of Frisco requires that all spaces where radiation equipment is to be installed (e.g. hospitals, offices for medical doctors, chiropractors, podiatrists, dentists, veterinary clinics, etc.) be designed and provided accordingly with all the architectural and engineering construction elements that may be necessary. A report from a TDH licensed Professional Medical Physicist must accompany the project's permit application indicating all the special protective construction that the Physicist has recommended to be included in the construction documents.

Dental offices equipped with minimal-treat-radiation machines do not need to submit the Physicist's report provided that the Doctor is assuming full responsibility for TRCR compliance and the safety of the equipment is documented with submitted manufacturer's catalog information.

B) MEDICAL GASES

Compressed gases at hospitals and similar facilities intended for inhalation or sedation including, but not limited to, analgesia systems for dentistry, podiatry, veterinary and similar uses shall be stored and distributed in accordance with all pertinent code requirements and related legislation.

Plans must clearly indicate location of tank rooms with the required fire-protection rating of walls and doors, required room ventilation and distribution system details.

Separate handout information on special dental office requirements is available upon request.



ENERGY PLAN REVIEW REQUIREMENTS

Residential Energy Plan Reviews are based on Chapters R 1, 2, 3, 4, 5 of the **ICC International Energy Conservation Code (IECC)**. **Commercial Energy Plan Reviews** are based on Chapters C 1, 2, 3, 4, 5 of the **ICC International Energy Conservation Code (IECC)** or the referenced edition of **ANSI/IESNA/ASHRAE 90.1** unless otherwise directed. In order to perform a thorough Energy Plan Review (and inspection), the following specifications, drawings, and detail should be submitted and be present on the job site for inspection.

The building's thermal envelope shall be represented on the construction drawings.

Construction documents and other supporting data shall be submitted electronically with each application for a permit. The documents shall be drawn to scale. Details on documents shall include, but are not limited to, the following as applicable:

- 1) Insulation materials and their R-values.
 - 2) Fenestration U-factors and solar heat gain coefficients (SHGCs).
 - 3) Area-weighted U-factor and solar heat gain coefficient (SHGC) calculations.
 - 4) Mechanical system design criteria.
 - 5) Mechanical and service water heating system and equipment types, sizes, and efficiencies.
 - 6) Economizer description.
 - 7) Equipment and system controls.
 - 8) Fan motor horsepower (hp) and controls.
 - 9) Duct sealing, duct and pipe insulation and controls.
 - 10) Lighting fixture schedule with wattage and control narrative.
 - 11) Location of daylight zones on floor plans.
 - 12) Air sealing details.
1. **Complete all** signed and sealed (as required by applicable law) plans and specifications as indicated below.
 2. **Envelope** - Architectural plans and specifications to include:
 - a. Description of uses and the proposed occupancy group(s) for all portions of the building.
 - b. Thermal performance of envelope components.
 - c. Fenestration performance details (U-factor, SC, SHGC, VLT, air leakage rates, etc.).
 - d. Fully dimensioned drawings to determine gross and net areas of all envelope components.
 - e. Details of vapor barrier and insulation installation, and air sealing methods.
 - f. COMcheck, ENVSTD, or other approved method outputs.
 - g. Design conditions (interior and exterior) consistent with local climate.
 3. **Electrical** - Complete plans and specifications of all electrical power and lighting work including:
 - a. Riser diagram(s) of the distribution system indicating:
 1. Check metering provisions for individual dwelling units.
 2. Subdivision of feeders by end use: 1) Lighting, 2) HVAC, 3) SWH, 4) Swimming pools, and systems over 20 kw
 - b. Lighting fixture schedule(s) depicting location, fixture lamps, ballasts, ballast specifications, fixture input watts, fixture wiring methods, power factor, etc.
 - c. Lighting plan(s) for building exteriors including total exterior Connected Lighting Power (CLP).
 - d. Lighting power floor plans for building interiors including total interior CLP
 - e. COMcheck, LTGSTD, or other approved method outputs.
 - f. Interior and exterior means of lighting control.
 - g. Electric motor schedule including type, HP and efficiencies.

4. **Mechanical** - Complete plans and specifications of all mechanical work including:
 - a. Equipment type, capacity (Btuh) and efficiency (peak and part-load).
 - b. System design air flow rates (cfm).
 - c. Details of equipment/system sizing.
 - d. System and/or zone control capabilities including terminal device schedule.
 - e. Provisions for automatic setback/shutdown.
 - f. Indicate intentions or plans for systems commissioning.
 - g. Energy consumed by fans and pumps.
 - h. Economizers (air or water) including provisions for integrated control.
 - i. Duct construction and system static pressure(s), including provisions for sealing.
 - j. Duct and/or hydronic-piping lining and insulation materials.
 - k. Provisions for air and/or hydronic systems balancing.
5. **Plumbing** - Complete plans and specifications of all plumbing work including:
 - a. Boiler and water heater equipment and piping details, safety controls and distribution piping layout.
 - b. Service water heating (SWH) - Complete SWH specifications including:
 - i. SWH equipment data including type, capacity, and efficiency.
 - ii. SWH pipe insulation, thickness, conductivity, and vapor retarder (where appropriate)
 - c. Water conservation requirements.
6. **Swimming Pools** - Verify all energy conservation measures (where applicable).

FORM TBAE

FORM TBPE



- Commercial and Multifamily Low-sloped roofs** directly above cooled conditioned spaces in *Climate Zone 3* shall comply with one or more of the options in **Table C402.3 IECC** (International Energy Conservation Code) below.
 - A three-year aged Solar Reflectance value of **0.55** after installation under normal conditions.
 - A three-year aged Thermal Emittance value of **0.75** after installation under normal conditions.
 - A three-year aged Solar Reflectance Index (**SRI**) of **64** after installation under normal conditions.

IECC (C402.3)	
Solar Reflectance	
Maintenance of Solar Reflectance	Greater than or equal to 0.55 three (3)years after installation under normal conditions.
Thermal Emittance	
Maintenance of Thermal Emittance	Greater than or equal to 0.75 three (3)years after installation under normal conditions.
Energy Efficiency Levels	
Maintenance of Solar Reflectance Index (SRI)	Greater than or equal to 64 three (3)years after installation under normal conditions.

Exceptions: The following roofs and portions of roofs are **exempt** from the requirements of Table C402.3:

- Portions of the roof that include or are covered by the following:
 - Photovoltaic systems or components.
 - Solar air or water-heating systems or components.
 - Roof gardens or landscaped roofs.
 - Above-roof decks or walkways.
 - Skylights.
 - HVAC systems and components, and other opaque objects mounted above the roof.
- Portions of the roof shaded during the peak sun angle on the summer solstice by permanent features of the building or by permanent features of adjacent buildings.
- Portions of roofs that are ballasted with a minimum stone ballast of 17 pounds per square foot [74kg/m²] or 23 psf [117kg/m²] pavers.
- Roofs where not less than 75 percent of the roof area complies with one or more of the exceptions to this section.

C402.3.1 Aged roof solar reflectance. Where an aged Solar reflectance required by section C402.3 is not available, it shall be determined in accordance with Equation 4-3 below; $R_{aged} = [0.2 + 0.7(R_{initial} - 0.2)]$ where: R_{aged} = the aged solar reflectance. $R_{initial}$ = The initial solar reflectance determined in accordance with CRRC-1 Standard.

