Commercial Alteration/ Addition Submittal Requirements

The City of Denton has instituted a site plan review process. For all new buildings or building additions over 1,000 square feet, the applicant must submit for a Site Plan through the Planning division before an application for a building permit may be accepted by Building Safety. If you should have any questions concerning Site Plans, please feel free to contact the Planning division at 940-349-7716.

- **Site Plan**, if applicable
  - Property Lines and dimensions
  - Easements
  - Building locations
  - Separation distance from all structures and property lines
  - Streets fronting property
  - North arrow and scale
  - Fence, Irrigation, and Sign permits shall be permitted separately

- **Electric Plans**, if applicable
  - Electrical layout
  - Light fixtures layout
  - Panel & Riser diagram
  - Electrical load calculations

- **Mechanical Plans**, if applicable
  - Duct & Equipment layout
  - Exhaust/Ventilation/Outside Air calculations
  - Specifications for each piece of mechanical equipment, including CFM

- **Plumbing Plans**, if applicable
  - Underground Plumbing layout for water, sewer and gas
  - Plumbing Riser diagram for water, sewer and gas
  - Sizing of meters & supply lines for water, sewer and gas
  - Demand calculations for water and gas
  - Plumbing Fixture Floor Plan
  - Kitchen equipment layout for establishments serving food or drinks
  - Grease trap specifications, location, and calculations

- **Energy Plans**, if changing building envelope or HVAC
  - 2015 Energy Code Compliance Reports for Envelope, Interior and Exterior Lighting, & Mechanical
  - Completed 2015 IECC Commercial Compliance Path Form

- **Structural Plans**, if applicable
  - Types of materials used
  - Size & Spacing of framing members
  - Ceiling joists/truss layout
  - Engineered plan for foundation design
  - Windbracing/Shear Wall plans

- **Architectural Plans**, required
  - Code Compliance Statement
  - Listed Assembly specifications or code reference for any required fire separation assemblies and details on the type of fire stop system used
  - Building Floor Plan
  - Building Elevation Plan
  - Egress Plan
  - Kitchen and equipment layout

- **Projects Valued over $50,000** must include registration number or verification from the TDLR*

- **Asbestos Survey as required by State of Texas**, if applicable

*All plans must comply with the Texas Engineering Practice Act and Rules, Texas Board of Architectural Examiners, and Texas Department of Licensing and Regulation.