



Commercial Plan Review Procedure

Building Plans:

Building Plans and Site Plans are submitted to the Planning and Development Department.

✓ In order for commercial building plan review to begin: Survey Plat and Site Plans will need to be approved. After Plat and Site Plans have been satisfied then the applicant will need the following items:

Submit 2 sets of construction plans to scale (architectural or engineering) and (1) Digital set in PDF format to scale, minimum 18" x 24" page size)

Plan Review Application

Plan Review fee (\$250.00)

✓ TAS Submittal Required

All plans and specifications for commercial construction or for substantial renovation, modification or alteration of a building or facility that has an estimated construction cost of \$50,000 or more and that is subject to provisions of the Architectural Barriers Act shall be submitted to the Texas Department of Licensing & Regulation for review and approval. More information and online submittal is available at www.license.state.tx.us/ab/ab.htm.

✓ Asbestos Survey Requirements

Building owners and contractors must provide the city with evidence that asbestos surveys have been conducted on portions of buildings affected by the planned renovation or demolition by a person licensed under the Texas Asbestos Health Protection Act. Contact Texas Department of Health's Asbestos Program in Austin, Texas at 1-800-572-5548 or online at www.dshs.state.tx.us/asbestos for current list of licensed asbestos inspectors.

✓ Building Plans will include the following:

Foundation Plan

Architectural Plans

Structural Plans including Design Calculations (Live, Dead, Wind)

Elevations

Wall Sections & Cross Sections

Interior Finish Schedule

Room, Door, Window Schedules

Mechanical Plan

Electrical Plan

Plumbing and Gas Plan

Fire Resistive Assembly Listing (UL#)

Specifications

Energy Code Compliance

✓ **If the proposed building is over 5,000 square feet, two stories in height or has a structural clear span over 24 feet, or the use of the building will be educational, institutional or an assembly occupancy, the plans must be sealed by an engineer or an architect.** More information on when an engineer is required is available at www.tbpe.state.tx.us/downloads/Diagrammatic.pdf.

✓ The amount of time required for commercial building plan review varies depending on the size of the building, type of occupancy, hazardous occupancy, and other factors. A plan review generally takes up to 4 to 6 weeks.

✓ Once the applicant has been notified that the plans have been reviewed and comply with all adopted codes and ordinances of the City of Cuero, the building permit can be issued. Permits are only issued to licensed general contractors. For licensing information contact the Planning and Development Department.

✓ In most cases, the plat, site plan and commercial building plan review process can be handled simultaneously. However, building permits will not be issued until the plat and site plan have been approved.

Other Items:

📄 Water and sanitary sewer tap fees must be paid at the Utility Billing Office in 212 E. Main. For price quotations, call the Utility Billing Office at 361-275-6114.

📄 Check with the Floodplain Administrator to see if the Property is located in the floodplain. They can explain any additional requirements that may apply to floodplain development. Please call 361-275-3476 for more information.