


Commercial Remodel Permit Application

Please scroll down to view the list of required documents needed when applying for a commercial permit.

All applications need to be submitted online at

www.mygovernmentonline.org

Apply

A rectangular button with a green gradient and a blue border, containing the text "Customer Portal" in white.

Customer Portal

City of Leander

Commercial Plan Check List

Note: The following information must be provided with the building permit application submitted online at www.mygovernmentonline.org and must be in compliance with the City of Leander adopted 2015 building codes and the 2015 IECC. Bookmarked plans shall be submitted in one single PDF file and all other required documents shall be submitted in another single PDF file (2 total PDF files).

SITE PLAN

Architectural Site Plan, separate from the Site Development Permit Set

USE AND OCCUPANCY CLASSIFICATION

TYPE OF CONSTRUCTION

FLOOR PLAN WITH CODE ANALYSIS

Occupant Loads, Means of Egress, Plumbing Requirements, TDLR Registration Number

FIRE AND SMOKE PROTECTION INFORMATION

STRUCTURAL DRAWINGS

Soils Analysis, Foundation Plan and details; Framing Plans and Details

EXTERIOR ELEVATIONS

Dimensions of Building Height, Exterior Finish Materials

BUILDING AND WALL SECTIONS

ROOM FINISH SCHEDULE

MECHANICAL PLANS AND DETAILS

ELECTRICAL PLANS AND DETAILS

PLUMBING PLANS AND DETAILS

COMCHECK FOR BUILDING ENVELOPE, MECHANICAL AND LIGHTING

ARCHITECT SEAL, SIGNATURE AND DATE ON ALL ARCHITECTURAL DRAWINGS

ENGINEER SEAL, SIGNATURE AND DATE ON ALL MEP AND STRUCTURAL DRAWINGS IF OVER 5,000 SF BUILDING