



BUILDING INSPECTIONS  
 COMMERCIAL PROJECT DOCUMENT SUBMITTAL FORM  
 7800 EMMETT F. LOWRY EXPRESSWAY, TEXAS CITY, TX 77591  
 Phone: (409) 643-5946  
 Email: inspections@texascitytx.gov

**IF REQUESTING A BUILDING PERMIT YOU MUST COMPLETE THIS DOCUMENT SUBMITTAL FORM AND REQUEST A PROJECT IN MYGOV.**

City of Texas City has Adopted By Ordinance the following codes:

- International Building Code, (IBC) 2015
- International Residential Building, (IRC) 2015
- International Plumbing Code (IPC) 2015
- International Mechanical Code (IMC) 2015
- International Energy Conservation Code (IECC 2015)
- International Fuel Gas Code, (IFC) 2015
- International Property Maintenance Code (IPMC) 2015
- National Electrical Code (NEC) 2014

Please provide the following information:

Project Name: \_\_\_\_\_  
 Project Street Address: \_\_\_\_\_  
 Business Name: \_\_\_\_\_  
 Business Contact Number: \_\_\_\_\_  
 Business Emergency Number: \_\_\_\_\_  
 Construction Type: \_\_\_\_\_  
 Occupancy Type: \_\_\_\_\_  
 Total Building Square Footage: \_\_\_\_\_  
 Total Occupant Load: \_\_\_\_\_

Contractor Business Name: \_\_\_\_\_  
 Documents Submitted By: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Cell Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_  
 Applicant Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**PLANS MISSING ANY OF THE FOLLOWING ITEMS WILL NOT BE REVIEWED BY THE CITY OF TEXAS CITY.  
 NOTE: ALL ITEMS LISTED BELOW MUST BE INCLUDED WITH SUBMITTAL IN ORDER TO BE ACCEPTED AND REVIEWED.**

ENGINEERED STAMPED PLANS	
Site Plan	<input type="checkbox"/>
Structural Plan (Masonry content noted on plan)	<input type="checkbox"/>
Plumbing Plan	<input type="checkbox"/>
Electrical Plan (Electrical load analysis and service recommendation)	<input type="checkbox"/>
Mechanical Plan	<input type="checkbox"/>
Drainage Plan	<input type="checkbox"/>
Parking Plan	<input type="checkbox"/>
Lighting Plan	<input type="checkbox"/>
Signage Plan	<input type="checkbox"/>
Landscaping/Irrigation Plan	<input type="checkbox"/>
Energy Compliance (COMcheck)	<input type="checkbox"/>
Life Safety Plan	<input type="checkbox"/>
ADDITIONAL INFORMATION	
Subcontractor Validation Sheet	<input type="checkbox"/>
TDLR Number (Handicapped Accessibility)	<input type="checkbox"/>
Asbestos Survey (For Existing Building)	<input type="checkbox"/>
Backflow	<input type="checkbox"/>
Project Request in MYGOV	<input type="checkbox"/>