

# COMMERCIAL APPLICATION CHECKLIST (Incomplete applications/submittals will not be accepted.)

New buildings to be constructed must have a project assignment by Planning and Engineering prior to submitting for any Building Permit. 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.

<input type="checkbox"/>	Log plans in book located in the guest lobby. Applicant must <b>STAMP, SIGN</b> and <b>DATE</b> the first (1 <sup>ST</sup> ) page of the three (3) bound sets of plans submitted for plan review.		
<input type="checkbox"/>	Commercial Permit Application <b>COMPLETELY</b> filled out and signed with: <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Project name provided on application  <input type="checkbox"/> Business type (specific description) provided on application  <input type="checkbox"/> Project address, Subdivision, Lot, and Block provided on application (include Suite #, when applicable) <b>Note:</b> If this is a new project, and address will be assigned during the Plan Review process.         </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Owner/Tenant name, address, city, state, zip code, phone, fax, email address(es)  <input type="checkbox"/> Applicant name, address, city, state, zip code, phone, fax, email address(es)  <input type="checkbox"/> Architect name, address, city, state, zip code, phone, fax, email address(es)         </td> </tr> </table>	<input type="checkbox"/> Project name provided on application <input type="checkbox"/> Business type (specific description) provided on application <input type="checkbox"/> Project address, Subdivision, Lot, and Block provided on application (include Suite #, when applicable) <b>Note:</b> If this is a new project, and address will be assigned during the Plan Review process.	<input type="checkbox"/> Owner/Tenant name, address, city, state, zip code, phone, fax, email address(es) <input type="checkbox"/> Applicant name, address, city, state, zip code, phone, fax, email address(es) <input type="checkbox"/> Architect name, address, city, state, zip code, phone, fax, email address(es)
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<input type="checkbox"/>	General Contractor and subcontractor(s) are currently registered with: <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Valid Registration Number  <input type="checkbox"/> Personal ID# (PIN) to request inspections &amp; view inspection results  <input type="checkbox"/> Proof of liability insurance  <input type="checkbox"/> Valid driver's license with photograph         </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Plumbing subcontractor registered  <input type="checkbox"/> Med / Gas subcontractor registered, as required  <input type="checkbox"/> Mechanical subcontractor registered  <input type="checkbox"/> Electrical subcontractor registered         </td> </tr> </table>	<input type="checkbox"/> Valid Registration Number <input type="checkbox"/> Personal ID# (PIN) to request inspections & view inspection results <input type="checkbox"/> Proof of liability insurance <input type="checkbox"/> Valid driver's license with photograph	<input type="checkbox"/> Plumbing subcontractor registered <input type="checkbox"/> Med / Gas subcontractor registered, as required <input type="checkbox"/> Mechanical subcontractor registered <input type="checkbox"/> Electrical subcontractor registered
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<input type="checkbox"/>	Total square footage of Project (or Suite) provided on application <input type="checkbox"/> Total valuation provided on application		
<input type="checkbox"/>	Asbestos-Free Report – Signed & Sealed by Architect, Engineer or Licensed Inspector, where applicable		
<input type="checkbox"/>	Architectural Barrier Registration from the Texas Department of Licensing & Regulation (TDLR#) for all projects valued at \$50,000 or greater provided. <a href="http://www.license.state.tx.us/ab">www.license.state.tx.us/ab</a> (Federal properties exempt per Rule 68.30)		
<input type="checkbox"/>	Mechanical Permit Application is completed <input type="checkbox"/> Plumbing Permit Application is completed		
<input type="checkbox"/>	Electrical Permit Application is completed <input type="checkbox"/> Med / Gas (Plumbing) Permit Application is completed, as required		
	<input type="checkbox"/> Backflow Prevention Information (regardless scope of project)		
<input type="checkbox"/>	Submittal is compliant with the following code and amendments: <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> 2015 International Building Code (IBC)  <input type="checkbox"/> 2015 International Mechanical Code (IPC)  <input type="checkbox"/> 2015 International Energy Conservation Code (IECC)  <input type="checkbox"/> 2015 International Fire Code (IFC)         </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Americans with Disabilities (ADA) Requirements  <input type="checkbox"/> Texas Accessibility Standards (TAS) Requirements  <input type="checkbox"/> 2015 International Plumbing Code (IPC)  <input type="checkbox"/> 2014 National Electrical Code (NEC)         </td> </tr> </table>	<input type="checkbox"/> 2015 International Building Code (IBC) <input type="checkbox"/> 2015 International Mechanical Code (IPC) <input type="checkbox"/> 2015 International Energy Conservation Code (IECC) <input type="checkbox"/> 2015 International Fire Code (IFC)	<input type="checkbox"/> Americans with Disabilities (ADA) Requirements <input type="checkbox"/> Texas Accessibility Standards (TAS) Requirements <input type="checkbox"/> 2015 International Plumbing Code (IPC) <input type="checkbox"/> 2014 National Electrical Code (NEC)
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<input type="checkbox"/>	Lighting & Mechanical Energy Analysis (Com Check) <a href="http://www.energycodes.gov/comcheck">www.energycodes.gov/comcheck</a> (Separate from spec book & plans.) <input type="checkbox"/> Two (2) copies provided for CIFO, plus building envelope & exterior lighting for new building or shell structures.		
<input type="checkbox"/>	Building Plans provided with: <ul style="list-style-type: none"> <li><input type="checkbox"/> Three (3) completed bound sets of plans (max size 24" height X 36" width)</li> <li><input type="checkbox"/> One (1) complete set of plans on CD (.pdf format only)</li> <li><input type="checkbox"/> Cover Sheet containing Code Compliance Year, Project Analysis, Location Site &amp; Map (Note: Partial shell, finish-out, or alteration projects must be accompanied by an area site plan indicating building involved and the location of the tenant suite inside that building.)</li> <li><input type="checkbox"/> Approved Site Plan provided (for new buildings)</li> <li><input type="checkbox"/> Architectural Plans provided that are "<b>SIGNED &amp; SEALED</b>" by an architect or engineer</li> <li><input type="checkbox"/> Mechanical Plans provided and are sealed &amp; signed as applicable by law</li> <li><input type="checkbox"/> Electrical Plans with riser diagram, panel schedule that provides total load calculations, and sealed &amp; signed as applicable by law are provided</li> <li><input type="checkbox"/> Plumbing Plans with riser diagram, and sealed &amp; signed as applicable by law are provided</li> <li><input type="checkbox"/> Energy Plan with location of <i>daylight zones</i> and analysis per the IECC, Section C-103</li> </ul>		
<input type="checkbox"/>	Photometric Analysis - Two (2) copies provided for site lighting (and decking, if water feature is within the scope of the project)		
<input type="checkbox"/>	Medical Checklist for medical facilities (see special requirements for dental, medical gases, and X-Ray equipment installations) <b>Note:</b> Separate Dental Office requirements are provided upon request.		
	HEALTH PLAN REVIEW requires food service details that include: <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Floor plan with all equipment  <input type="checkbox"/> satellite areas/equipment and elevations  <input type="checkbox"/> Equipment schedule, including counter top equipment  <input type="checkbox"/> Manufacturer's cut sheets of all equipment  <input type="checkbox"/> Finish schedules of all food service areas  <input type="checkbox"/> Identify each room with function and purpose         </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Grease interceptor calculations  <input type="checkbox"/> Grease interceptor proposed location  <input type="checkbox"/> Grease storage container location  <input type="checkbox"/> Water heater calculations  <input type="checkbox"/> Bare hand contact policy (if used)  <input type="checkbox"/> Full menu depicting consumer advisory disclosure and reminder locations         </td> </tr> </table>	<input type="checkbox"/> Floor plan with all equipment <input type="checkbox"/> satellite areas/equipment and elevations <input type="checkbox"/> Equipment schedule, including counter top equipment <input type="checkbox"/> Manufacturer's cut sheets of all equipment <input type="checkbox"/> Finish schedules of all food service areas <input type="checkbox"/> Identify each room with function and purpose	<input type="checkbox"/> Grease interceptor calculations <input type="checkbox"/> Grease interceptor proposed location <input type="checkbox"/> Grease storage container location <input type="checkbox"/> Water heater calculations <input type="checkbox"/> Bare hand contact policy (if used) <input type="checkbox"/> Full menu depicting consumer advisory disclosure and reminder locations
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	Specifications, including roofing materials are required <input type="checkbox"/> One (1) separate book or printed within drawings (Buildings designated as Green Building by Planning & Zoning must comply with the EPA's Energy Star Cool Roof Program <a href="http://www.energystar.gov">www.energystar.gov</a> )		
	Geo-Technical Report for new buildings <input type="checkbox"/> One (1) copy (separate from the spec book)		
	PLAN REVISIONS <input type="checkbox"/> Transmission sheet <input type="checkbox"/> Two (2) hardcopy sets of bound plans <input type="checkbox"/> One (1) set of plans on CD (pdf format)		
	Please indicate as "TBD" at the bottom of the Application for Building Permit form if the Mechanical, Electrical or Plumbing (MEP) sub-contractors have not been selected when apply for the permit. The MEPs must be identified, validated, and registered prior to the permit being issued.		



## 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 in three (3) sets 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:
    - 1. SWH equipment data including type, capacity and efficiency.
    - 2. SWH pipe insulation, thickness, conductivity and vapor retarder (where appropriate)
  - c. Water conservation requirements.
6. **Swimming Pools**- Verify all energy conservation measures (where applicable).



## BUILDING INSPECTIONS

# COMMERCIAL SUBMITTAL PACKAGE FOR CONSTRUCTION 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 2015 IBC (International Building Code) requirements.
4. Energy Code Tabulation (meeting or exceeding the min. requirements of the 2015 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. Three (3) bound sets of professionally sealed construction drawings, maximum size 24"x 36", 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. One (1) set of Project Specifications.
3. One (1) electronic copy of plans on CD/DVD in .pdf format (PDF).

**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's reference numbers for contractor's pricing and proper installation. Provide all related details as required.

**NOTE:** All three (3) sets of building plans, *including each of the completed & signed Applications*, submitted for plan review must be date stamped and signed on the first (1<sup>st</sup>) page of each plan set then logged/recorded in the Log Book located in the guest lobby at:

Development Services Department  
Building Inspections Division  
6101 Frisco Square Blvd, 3rd Floor (west)  
Frisco, TX 75034  
[buildinginspectionscsr@friscotexas.gov](mailto:buildinginspectionscsr@friscotexas.gov)



## C. APPLICATION FORMS

Application forms for the General Contractor and M/E/P subcontractors are available in the Guest Lobby or via the internet at [www.friscotexas.gov/building](http://www.friscotexas.gov/building) then select 'Plan Review & Forms'. All Applications must be completed as required, signed and dated by the Applicant. If the signature is illegible, **Please print name**. Also, indicate who is signing (i.e. Architect, the Owner, the Contractor, etc.)

## D.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.) could be used in lieu of an asbestos survey.

## E. 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, –Table1.5-1. 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 105mph ultimate design wind speeds, Risk Categories II at 115mph ultimate design wind speeds, Risk Categories III & IV at 120mph 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 upon payment of the assigned fees. This set shall be the PERMIT SET and must be kept available on the jobsite for the inspectors.
5. For shell buildings or whenever necessary, one **HALF-SIZE** of final (as built) drawings are required to be filed as reference for future finish-out plan coordination.
6. Incomplete submittals may cause the application to be rejected. It's the applicant's responsibility to verify what the current requirements are at the information desk or online at [www.friscotexas.gov/building](http://www.friscotexas.gov/building)
7. 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.**

Rev. 12/16





DEVELOPMENT SERVICES

CITY OF FRISCO

GEORGE A. PUREFOY MUNICIPAL CENTER  
 6101 FRISCO SQUARE BLVD · 3RD FLOOR  
 FRISCO, TEXAS 75034  
 TEL 972.292.5300 · FAX 972.292.5313  
 WWW.FRISCOTEXAS.GOV

**COMMERCIAL BUILDING PERMIT APPLICATION**

PERMIT NO. **B** -  
 TDLR:  
 \_\_\_\_\_

*An incomplete application will delay the review process or cause application to be denied.*

PROJECT NAME:				
PROJECT ADDRESS:				
NATURE OF BUSINESS:				
LEGAL DESCRIPTION:	SUBDIVISION	BLOCK	LOT	COUNTY
				<input type="checkbox"/> COLLIN <input type="checkbox"/> DENTON
OWNER:	NAME:	ADDRESS:		EMAIL:
	ADDRESS:	TELEPHONE:		
ARCHITECT:	NAME:	ADDRESS:		TELEPHONE:
	ADDRESS:	TELEPHONE:		
CONTRACTOR:	NAME:	ADDRESS:		REGISTRATION NUMBER:
	ADDRESS:	TELEPHONE:		
APPLICANT:	NAME:	ADDRESS:		EMAIL:
	ADDRESS:	TELEPHONE:		

BUILDING DESCRIPTION:	<input type="checkbox"/> SHELL ONLY <input type="checkbox"/> FINISH-OUT ONLY <input type="checkbox"/> TEMPORARY <input type="checkbox"/> OTHER _____		
CLASS OF WORK:	<input type="checkbox"/> NEW <input type="checkbox"/> ALTERATION <input type="checkbox"/> ADDITION <input type="checkbox"/> REPAIR		
ELECTRICAL PROVIDER:	<input type="checkbox"/> COSERV <input type="checkbox"/> ONCOR	GAS PROVIDER:	<input type="checkbox"/> COSERV <input type="checkbox"/> ATMOS
GROSS ENCLOSED AREA:		EXTERIOR COVERED AREA:	
NUMBER STORIES:		TOTAL AREA UNDER ROOF:	
FLOOR LEVEL:			
ESTIMATED VALUE:			

The Undersigned applicant certifies that the project described herein will be built in accordance with plans and specification submitted at time of application. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any local or state law regulating construction or the performance of construction. When a permit has not been issued within 180 days following the date of application, the application and plan review will expire. The City does not assume responsibility for workability of sanitary sewer on all lots. A certificate of Occupancy must be issued before any building is occupied.

Applicants Signature _____	Date _____
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Applicant Name (Please Print Legibly)

*Permit Application must be presented with applicants' signature. Application submittal forms will be accepted by fax, email or other digital media. All submittals sent by mail or delivered by courier should be presented to the attention of the Building Official at the George A Purefoy Municipal Center.*



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 FRISCO, TEXAS 75034  
 TEL 972.292.5300  
 WWW.FRISCOTEXAS.GOV

**[ ] MECHANICAL PERMIT APPLICATION**

Fax to Building Inspections at (972) 292-5313

*An incomplete application will delay the review process or cause denial of the application.*

PROJECT ADDRESS:				
LEGAL DESCRIPTION:	SUBDIVISION	BLOCK	LOT	COUNTY
				<input type="checkbox"/> COLLIN <input type="checkbox"/> DENTON
OWNER:	NAME:			
	ADDRESS:		TELEPHONE:	
CONTRACTOR:	NAME:		REGISTRATION NUMBER:	
	ADDRESS:		TELEPHONE:	
APPLICANT:	NAME:		REGISTRATION NUMBER:	
	ADDRESS:		TELEPHONE:	

**NOTICE:**  
 This permit expires if construction does not commence within six (6) months, or if construction is suspended or abandoned for a period of six (6) months at any time after work is commenced.

CLASS OF WORK:	<input type="checkbox"/> NEW <input type="checkbox"/> ALTERATION <input type="checkbox"/> ADDITION <input type="checkbox"/> REPAIR			
ELECTRICAL PROVIDER:	<input type="checkbox"/> COSERV	<input type="checkbox"/> ONCOR	GAS PROVIDER:	<input type="checkbox"/> COSERV <input type="checkbox"/> ATMOS
DESCRIPTION OF WORK:				

I hereby certify that I have read and examined this application and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Owner, Contractor, or Authorized Agent	Date
Applicant Name (Please Print Legibly)	

*Permit Application must be presented with applicant's original signature. Application submittals will be accepted by fax, email or other digital media and must have prior notification to Building Inspections to ensure prompt receipt. All submittals sent by mail or delivered by courier should be presented to the attention of the Chief Building Official at the George A Purefoy Municipal Center.*



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**[ ] ELECTRICAL PERMIT APPLICATION**

**Fax to Building Inspections at (972) 292-5313**

*An incomplete application will delay the review process or cause denial of the application.*

PROJECT ADDRESS:				
LEGAL DESCRIPTION:	SUBDIVISION	BLOCK	LOT	COUNTY
				<input type="checkbox"/> COLLIN <input type="checkbox"/> DENTON
OWNER:	NAME:			
	ADDRESS:		TELEPHONE:	
CONTRACTOR:	NAME:		REGISTRATION NUMBER:	
	ADDRESS:		TELEPHONE:	
APPLICANT:	NAME:		REGISTRATION NUMBER:	
	ADDRESS:		TELEPHONE:	

**NOTICE:**  
 This permit expires if construction does not commence within six (6) months, or if construction is suspended or abandoned for a period of six (6) months at any time after work is commenced.

CLASS OF WORK:	<input type="checkbox"/> NEW <input type="checkbox"/> ALTERATION <input type="checkbox"/> ADDITION <input type="checkbox"/> REPAIR			
ELECTRICAL PROVIDER:	<input type="checkbox"/> COSERV	<input type="checkbox"/> ONCOR	GAS PROVIDER:	<input type="checkbox"/> COSERV <input type="checkbox"/> ATMOS
DESCRIPTION OF WORK:				

I hereby certify that I have read and examined this application and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Owner, Contractor, or Authorized Agent	Date
Applicant Name (Please Print Legibly)	

*Permit Application must be presented with applicant's original signature. Application submittals will be accepted by fax, email or other digital media and must have prior notification to Building Inspections to ensure prompt receipt. All submittals sent by mail or delivered by courier should be presented to the attention of the Chief Building Official at the George A Purefoy Municipal Center.*



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 WWW.FRISCOTEXAS.GOV

**[ ] PLUMBING PERMIT APPLICATION**

Fax to Building Inspections at (972) 292-5313

An incomplete application will delay the review process or cause denial of the application.

PROJECT ADDRESS:				
LEGAL DESCRIPTION:	SUBDIVISION	BLOCK	LOT	COUNTY
				<input type="checkbox"/> COLLIN <input type="checkbox"/> DENTON
OWNER:	NAME:			
	ADDRESS:		TELEPHONE:	
CONTRACTOR:	NAME:		REGISTRATION NUMBER:	
	ADDRESS:		TELEPHONE:	
APPLICANT:	NAME:		REGISTRATION NUMBER:	
	ADDRESS:		TELEPHONE:	

NOTICE:  
 This permit expires if construction does not commence within six (6) months, or if construction is suspended or abandoned for a period of six (6) months at any time after work is commenced.

CLASS OF WORK:	<input type="checkbox"/> NEW <input type="checkbox"/> ALTERATION <input type="checkbox"/> ADDITION <input type="checkbox"/> REPAIR			
ELECTRICAL PROVIDER:	<input type="checkbox"/> COSERV	<input type="checkbox"/> ONCOR	GAS PROVIDER:	<input type="checkbox"/> COSERV <input type="checkbox"/> ATMOS
DESCRIPTION OF WORK:				

I hereby certify that I have read and examined this application and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Owner, Contractor, or Authorized Agent	Date
Applicant Name (Please Print Legibly)	

Permit Application must be presented with applicant's original signature. Application submittals will be accepted by fax, email or other digital media and must have prior notification to Building Inspections to ensure prompt receipt. All submittals sent by mail or delivered by courier should be presented to the attention of the Chief Building Official at the George A Purefoy Municipal Center.



DEVELOPMENT SERVICES

CITY OF FRISCO

GEORGE A. PUREFOY MUNICIPAL CENTER
6101 FRISCO SQUARE BLVD - 3RD FLOOR
FRISCO, TEXAS 75034
TEL 972.292.5300
WWW.FRISCOTEXAS.GOV
email:

CONTRACTOR REGISTRATION APPLICATION

REGISTRATION NUMBER: R \_\_\_\_\_ - \_\_\_\_\_

Contractor Registration Application must be presented with applicants' original signature. Application submittals will be accepted via facsimile, email or other digital communication. All applications sent by USPS mail or delivered by courier should be presented to the attention of the Building Inspections Customer Service Representatives at the George Purefoy Municipal Center. Incomplete submittals will delay the review process and/or may cause denial of the Contractor Registration Application.

Please select one (1) of the following:

- General Contractor, Mechanical Contractor, Electrical Contractor, Plumbing Contractor, Irrigation Contractor, Sign Contractor, 3rd Party Rater, Structural Engineer, OSSF Installer

Applicants are required to provide the following with a Contractor Registration Application submittal:

- 1. Copy of each valid Master's License, Journeyman License, Wireman or certificates of applicable trade, along with a Copy of each license holder's valid Texas Driver's License or Photo Identification (ID)
2. Proof of Liability Insurance
3. HERS Providers (3rd Party Rater) must provide a copy of the signed RESNET Letter, EPA Agreement, and a list of all Raters employed by the Provider, Engineer of Record (Structural Engineer) must provide \$1 million professional liability insurance
4. No fees required at this time for 3rd Party Raters. Sign Contractors are \$75, and all others are \$50. (Contractor Registration Ordinance# 15-10-75)
5. Sign Contractors must include a valid Master Electrical License or valid Electrical Sign Contractor License. (Sign Ordinance#16-03-25)

Form with fields for COMPANY NAME (NAME, ADDRESS, EMAIL ADDRESS, TELEPHONE) and RESPONSIBLE INDIVIDUAL (NAME, ADDRESS, EMAIL ADDRESS, TELEPHONE).

Form with fields: WILL YOU REQUEST INSPECTION(S) ONLINE? (YES/NO) and PIN NUMBER SELECTED.

1. CONTRACTOR REGISTRATION MUST BE RENEWED ANNUALLY WITHIN THIRTY (30) DAYS OF ITS EXPIRATION DATE. PERMITS WILL NOT BE ISSUED TO ANY INDIVIDUAL OR BUSINESS THAT DOES NOT HAVE A CURRENT CONTRACTOR REGISTRATION WITH THE CITY OF FRISCO.
2. I ALSO ACKNOWLEDGE THAT ANY TRASH REMOVED FROM THE CITY OF FRISCO WILL BE PROPERLY TRANSPORTED TO A NORTH TEXAS MUNICIPAL WATER DISTRICT LAND FILL FOR DISPOSAL.
3. I HEREBY ACKNOWLEDGE I HAVE READ AND EXAMINED THIS CONTRACTOR REGISTRATION APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT.

ACKNOWLEDGEMENT:

Signature and Date lines for Applicant, and Applicant Name (Please Print Legibly) line.

## CONTRACTOR REGISTRATION APPLICATION (Continued)

All Contractors required by State Law and local ordinance(s) to be licensed must register with the City of Frisco before applying for permits or performing any work within this jurisdiction. A Master License in a specific trade is required to register as a Contractor. All Licensed Journeyman who work for a registered contractor will be listed on the Contractor Registration Application. All work shall be supervised by a Licensed Journeyman who must be within five (5) minutes of any job under his/her supervision. A licensed residential Electrician may supervise one (1) helper or apprentice; however, a contractor with 2 or more residential electrical crews operating in a subdivision must have a Licensed Journeyman in the subdivision within five (5) minutes of each job.

Any work discovered that is performed without a required Licensed Contractor will be identified to prevent reuse and shall be removed. Multiple violations by a registered Contractor will result in suspension of the Contractor's Registration, the right to obtain permits to work in the City, and/or may include the issuance of citations and reporting to the State. A Contractor is defined as a General Contractor, Electrical Contractor, Plumbing Contractor, Irrigation Contractor, Mechanical Contractor, Sign Contractor, Backflow Tester, or 3<sup>rd</sup> Party Rater.

Type	Valid Texas Driver's License or Photo ID	Liability Insurance	Master License Required	All Journeymen and Master must be listed	Annual Registration Fee
General	YES	YES	NO	NO	YES
Electrical	YES	YES	YES	YES	YES
Plumbing	YES	YES	YES	YES	NO
Mechanical	YES	YES	YES	YES	YES
Irrigation	YES	YES	YES	YES	YES
Sign	YES	YES	YES	YES	YES
Backflow	YES	YES	YES	NO	NO
3 <sup>rd</sup> Party Rater	YES	YES	NO	NO	NO
Engineer of Record	YES	YES	NO	NO	NO

Note: Commercial Construction Trash Removers and/or Trash Haulers must register through the City of Frisco Environmental Services as provided in Amendment 02-01-04R to Resolution 9990616R. Contact Environmental Services at (972) 292-5900 or you can set up an account with the City of Frisco Utility Billing at (972) 292-5575.

For additional details or requirements, please see Contractor Registration Ordinance# 15-10-75. Located at <http://tx-frisco.civicplus.com/481/Most-Requested-Ordinances>.



PROGRESS IN MOTION.

**CITY OF FRISCO BACKFLOW PREVENTION INFORMATION SHEET**

Project Address: \_\_\_\_\_ Permit Number: \_\_\_\_\_  
 Project Name: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Please indicate by placing an X in the appropriate box with regard to the backflow items provided. The completed form will be forwarded to R.O.W. Division at Public Works. **To prevent delays at time of final inspection this form must be completed and accurately filled out.**

Place an "X" Here	** Backflow Items**	Type of Protection	Type of Protection Provided	Number of Assemblies Provided
	Auxiliary water supply mainline & isolation	R.P.Z.		
	Boilers/ Chillers for space heating mainline & isolation	R.P.Z.		
	Building containing a reclaimed water system mainline & isolation	R.P.Z.		
	Carbonated Drink Dispensers	STAINLESS STEEL R.P.Z. ONLY		
	Car Washes mainline & isolation	R.P.Z.		
	Chemical Mop Bucket Washers	A.V.B. with no downstream shut-off Valves and an Air Gap on Hose		
	Commercial Laundry Washers, Dry Cleaners mainline & isolation	AIR GAP or R.P.Z.		
	Cooling Towers/ Evaporative Coolers mainline & isolation	AIR GAP and R.P.Z.		
	Dishwasher (Residential type)	AIR GAP Fitting on drain line ( Loop option is prohibited )		
	Fire protection systems utilizing chemicals or additives ( New installations only or complete remodel )	R.P.Z. (Assembly must have U.L. or F.M. and U.S.C. ratings)		
	Fire protection Commercial and Residential systems without chemicals or additives	D.C. (Assembly must have U.L. or F.M. and U.S.C. ratings)		
	Food and beverage processing plants	R.P.Z.		
	Fountains/ Outdoor Decorative Pool	AIR GAP, R.P.Z. or P.V.B. with no Downstream pump.		
	Funeral home and mortuary mainline & isolation	R.P.Z.		
	Green house or nursery (With Toxic Chemicals)	R.P.Z.		
	Hospital / Dental / Doctor / Veterinarian Equipment (All medical equipment) mainline & isolation	R.P.Z. or AIR GAP		
	Ice cream/ Yogurt/ Custard Machine with antifreeze circulating system connected to the water supply	R.P.Z.		
	Irrigation Chemical Injection	R.P.Z.		
	Irrigation Commercial / Residential	D.C., P.V.B. or R.P.Z.		
	Laboratories (Including medical, dental, research labs and labs at educational facilities) mainline & isolation	R.P.Z.		
	Main supply line for: Hospital mainline & isolation	R.P.Z. (Parallel system Required)		
	Main supply line for: Building 3 or more stories in height	R.P.Z.		
	Manufacturing plant (Toxic) mainline & isolation	R.P.Z.		
	Mixing Valves with Hose Attachments	R.P.Z. or A.V.B. with No downstream shut-offs		
	Photography Equipment	R.P.Z.		
	Plants using radioactive materials mainline & isolation	R.P.Z.		
	Plating or chemical plants mainline & isolation	R.P.Z.		
	Temporary construction fire hydrant meter	R.P.Z. or AIR GAP		
	Trap Primers	AIR GAP (1 Inch Minimum)		
	Sewage lift stations mainline & isolation	R.P.Z.		
	Sewage treatment plants mainline & isolation	R.P.Z.		
	Stationary construction fire hydrant meters	R.P.Z. or AIR GAP		
	Swimming Pools	AIR GAP or R.P.Z.		
	Wall Hydrants / Commercial Landscape Areas	A.V.B. unless chemical injectors are to be used.		
	Wall Hydrants / Commercial Garage Areas	A.V.B. Unless it is a Radiator Shop, Chemical Tanker Repair Shop etc. Then it Must Be An R.P.Z.		
	Water Heaters	AIR GAP (6 inch minimum) on T&P Drain Line		
	Water Injected Garbage Disposals	A.V.B. on water supply line with an AIR GAP on drain line.		
	Water Injected Soap Dispensers	R.P.Z. or AIR GAP		
	Water softeners	R.P.Z.		
	Other:	RP.Z., P.V.B., D.C and A.V.B.		
	<b>None of the Above</b>			

## CITY OF FRISCO BACKFLOW PREVENTION INFORMATION SHEET

\*\* Situations which are not covered in the Table above shall be evaluated on a case-by-case basis by the City, and the required backflow prevention assembly shall be determined by Right-Of-Way Engineer or designee(s).

Mainline; Reduced Pressure Backflow Assembly or Air Gap only. No closer than 3 ft from meter & no tee's or branches before assembly

### **Isolation; Backflow Assembly to be installed at the point of a water connection to equal the following:**

R.P.Z - Reduced Pressure Backflow Assembly (Assembly required to be tested – see reverse side) .

D.C. - Double Check Valve Backflow Assembly (Assembly required to be tested – see reverse side).

Air Gap to equal a separation of one inch (1") minimum or twice the diameter of the pipe whichever is greater.

### **No vacuum Breaker shall be subjected to any type of backpressure situation.**

P.V.B – Pressure Vacuum Breaker Assembly (Assembly required to be tested – see reverse side)

P.V.B - Assemblies can have a down stream shut-off valve

A.V.B – Atmospheric Vacuum Breaker

A.V.B - Assemblies are not allowed in any Health situation and no downstream shut-off valves.

**Spill Proof Vacuum Breakers are not allowed in the City Of Frisco.**

**REGISTRATION:** Prior to performing any testing of Backflow Prevention Assemblies within the City of Frisco, a Certified Backflow Prevention Assembly Technician must be registered with the City of Frisco

**TESTING OF BACKFLOW PREVENTION ASSEMBLIES:** The backflow prevention assemblies shall be tested by a Certified Backflow Prevention Assembly Technician. In order to properly register a backflow assembly with the City of Frisco's Right-of-way Division, A Backflow Assembly Test Report Form shall be completed by a certified technician on each backflow prevention assembly tested. Each completed form, together with the records of such test, repair or replacement, shall be forwarded to the City of Frisco's Right-of-Way Division within ten (10) days after the testing, repair or replacement.

### **BACKFLOW PREVENTION ASSEMBLIES REQUIRED:**

(A) Each service connection from the public water system to a premises having an auxiliary water supply shall be protected against backflow of water from the premises into the public water system with a Reduced Pressure Backflow Prevention Assembly.

(B) For all newly constructed premises in which a substance is handled in which it may enter the public water system, a backflow prevention assembly should be installed at each service connection from the public water system to such premises to protect against the backflow of water from the premises into the public water system. This requirement shall apply to each premise in which persons handle processed water or water originating from the public water system which has been subjected to deterioration in sanitary quality.

(C) For all existing premises in which a substance is handled in which it may enter the public water system, a backflow prevention assembly should be installed at each service connection from the public water system to such premises to protect against the backflow of water from the premises into the public water system upon the final determination of the Right of Way Engineer or designee(s). This requirement shall apply to each premise on which persons handle processed water or water originating from the public water system which has been subjected to deterioration in sanitary quality.

(D) Backflow prevention assemblies shall be installed on a service connection to premises: (1) having internal cross-connections that cannot be permanently corrected or controlled, (2) upon the appropriate city official's determination that intricate plumbing exists and makes it impractical to determine whether cross-connections would fit therein or (3) where a portion of the premises cannot be readily accessed for inspection purposes making it impractical or impossible to determine if a cross-connection exists. The customer connected to the public water system shall make all necessary arrangements, at their sole expense, to remove without delay security barriers or other obstacles for access by the Right of Way Engineer or designee(s).

(E) If a water main intersection results in two or more service connections (supplying water to said premises from different water mains) to the same building, structure or premises, then a standard check valve shall be installed adjacent to the respective meters and the owner's property. If a check valve is not adequate to protect the public water system's water mains from pollution or contamination the installation of an approved backflow assembly may be required. Approval will be given if a backflow prevention assembly is functioning. A final determination will be made by the Right of Way Engineer, building official or their designee(s) that a check valve is inadequate or that an approved backflow prevention assembly is required.

**For More Information Contact:  
The City Of Frisco  
Public Works Right-of-Way Division  
11300 Research Rd, Frisco TX 75034  
(972) 292-5819**



# HEALTH & FOOD SAFETY

## Commercial Food Establishment Plan Submittal Requirements

### **A. New Construction / Extensive Remodel / Change of Food Type:**

- 1. Food service details including dumpster enclosure and full floor plan with all equipment depicted. Food service includes outside caterers, places of worship and daycare centers – including those that serve only juice or water and/or dry snacks.  
Note: food service areas must be segregated.
- 2. Identify each room with function and purpose, including staff lounge and break rooms.
- 3. Equipment and fixture schedules. Include each piece of counter-top equipment used in food service. Except where only pre-packaged, individual portioned items are offered and approved, a three compartment sink is required.
- 4. Satellite areas, outdoor areas, bar/equipment and elevations must be depicted.
- 5. Manufacturer's specification sheets of all equipment. (Refrigeration for all children's meals in a Daycare setting must be commercial grade, ie. NSF approved).
- 6. Finish schedules of all areas
- 7. Grease interceptor calculations and proposed location
- 8. Water heater calculations
- 9. Above ground grease waste storage container location, where applicable
- 10. Reflected ceiling plan
- 11. Bare Hand Contact policy (if used). Bare hand contact with ready to eat foods is prohibited if serving a highly susceptible population.
- 12. Full menu depicting Consumer Advisory-disclosure and reminder locations (not applicable for establishments serving a highly susceptible population).
- 13. Completed "Food Establishment Permit Application" submitted with correct fees and copy of Food Manager Certification.

### **B. Existing Food Establishment with Modifications / Purchase of Vacant Food Establishment:** **ALL EXISTING AND NEW EQUIPMENT, FINISHES & FIXTURES MUST BE LABELED AS 'NEW' OR 'EXISTING'.**

- 1. Food service details including full floor plan with all equipment and fixtures depicted. Identify all food service areas, bars, outdoor areas, storage, and ware wash rooms.
- 2. Manufacturer's specification sheets of all proposed new equipment.
- 3. Finish schedules of all areas
- 4. Grease interceptor size and location identified
- 5. Water heater size if existing is to be used (Submit GPH and KW-BTU)
- 6. Where applicable, note above ground grease waste storage container location
- 7. Where applicable, submit Bare Hand Contact policy. Bare hand contact with ready to eat foods is prohibited if serving a highly susceptible population.
- 8. Full menu depicting Consumer Advisory-disclosure and reminder locations (not applicable for establishments serving a highly susceptible population).
- 9. Completed "Food Establishment Permit Application" submitted with correct fees and copy of Food Manager Certification.

### **C. Change of Owner ONLY (occupied, no Modifications, no Change of Food Type):** **Submit B.1. (above), with a "Food Establishment Permit Application", fees, and a copy of "Food Manager Certification" with the Certificate of Occupancy Application.**

Note: Other information may be required. Health & Food Safety's Submittal Requirements (above) are in addition to information required by the Building Inspections Division.



# FOOD ESTABLISHMENT PERMIT APPLICATION

**CITY OF FRISCO**  
**HEALTH & FOOD SAFETY**  
 6101 Frisco Square Blvd. 3<sup>rd</sup> Floor  
 Frisco, TX 75034  
 Main: 972.292.5304 Fax: 972.292.5313  
 Email: [health@friscotexas.gov](mailto:health@friscotexas.gov)  
 Updated 05/19/16

Permit # \_\_\_\_\_

Application Date: \_\_\_\_\_

This form MUST be completed before Health Permit(s) are issued.

POSTAGE & HANDLING FEE (**\$5.00**) (Permit placard must be picked up at Development Services lobby, if fee not paid.)

**TYPE OF BUSINESS:**  CAFETERIA (**\$500.00**)  CATERING (**\$500.00**)  COMMISSARY (**\$500.00**)  
 CONCESSION (**\$50.00**)  CONVENIENCE STORE (**\$250.00**)  DAYCARE (**\$300.00**)  
 GROCERY STORE (**\$650.00**)  LIMITED FOOD (**\$100.00**)  PRIVATE (**\$500.00**)  KIOSK (**\$200.00**)  
 RESTAURANT (**\$500.00**)  SCHOOL/CITY (**\$0.00**)  OTHER \_\_\_\_\_  
 STADIUM KIOSK (**\$200.00**)  STADIUM RESTAURANT (**\$400.00**)  STADIUM CONCESSION (**\$200.00**)

**\*\*PLEASE INDICATE PREFERRED MAILING ADDRESS BY CHECKING  NEXT TO BUSINESS NAME OR OWNER\*\***

**BUSINESS NAME:** \_\_\_\_\_  
 (NAME OF ESTABLISHMENT LOCATED IN FRISCO)  
 CONTACT PERSON: \_\_\_\_\_  
 STREET ADDRESS: \_\_\_\_\_ SUITE #/ KIOSK # \_\_\_\_\_  
 (PHYSICAL LOCATION IN FRISCO)  
 CITY: FRISCO STATE: TEXAS ZIP: \_\_\_\_\_ TELEPHONE: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
 EMAIL ADDRESS: \_\_\_\_\_

**OWNER (INDIVIDUAL OR CORPORATION):** \_\_\_\_\_  
 STREET ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 TELEPHONE: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

**PLEASE LIST CORPORATE OFFICER NAME, INCLUDING COMPLETE ADDRESS BELOW:**

**(1) CORPORATE OFFICER:** \_\_\_\_\_  
 STREET ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

All information in this application, is true to the best of the applicant's knowledge and belief. Applicant acknowledges the permit applied for is subject to revocation if the establishment fails to comply with applicable City ordinances or State laws. Permits are non-transferable and subject to late fee when received after expiration date. Permits are non-transferable and subject to late fee if received after expiration date.

Applicant Name (printed) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_



**DEVELOPMENT SERVICES**

**CITY OF FRISCO**

GEORGE A. PUREFOY MUNICIPAL CENTER  
6101 FRISCO SQUARE BLVD - 3RD FLOOR  
FRISCO, TEXAS 75034  
TEL: 972.292.5300 FAX: 972.292.5388  
WWW.FRISCOTEXAS.GOV

## **GREASE INTERCEPTORS - REQUIREMENTS**

A grease interceptor shall receive the drainage from all fixture drains and equipment with grease-laden waste located in food preparation areas, such as restaurants, hotel kitchens, hospitals, school kitchens, bars, factory cafeterias, and clubs. Where food waste grinders are connected to the grease waste, a solids interceptor will be required to separate the discharge before connecting to the grease interceptor.

The volume of the grease interceptor will be determined Per table 1003.3.4.1 the 2015 International Plumbing Code®.

The grease interceptor must be installed as close to the last fixture being served, but at the exterior of the building utilizing the interceptor. All grease interceptors installed will require a minimum 4" test port permanently identified and located on the outlet side of the interceptor. A straight tee fitting will be accepted for use as a test port. The grease interceptor shall be water tested to ensure the system as a whole is water tight. The grease interceptor must be tested to the top of the lid, and must hold a test for a minimum of an hour.

An air intake and waste vent must be installed in order for the grease interceptor to properly function. Per code these horizontal dry vents are permitted, and will be required to be ran separately to a minimum of 42" above finished floor prior to re-venting. A cleanout shall be provided for each horizontal vent.

An inspection of the grease interceptor and all pipe connections must be performed before the interceptor may be backfilled. The grease interceptor will be required to be serviced within 90 days of the establishment opening and at intervals necessary and approved to ensure sediment and floating materials do not accumulate to impair the efficiency of the system, but in no case less than twice yearly.

If you have any questions regarding the sizing, inspections and/or installation approvals of grease interceptors, please contact the Building Inspections Division, Chief Plumbing Inspector Gilbert Urvina at (972)292-5329 or via email to [Gurvina@friscotexas.gov](mailto:Gurvina@friscotexas.gov)

# THE CITY OF FRISCO, TEXAS MINIMUM STANDARDS FOR FOOD ESTABLISHMENTS

Revised 05/13/08



This handout is a guideline provided for persons interested in opening a food establishment within the city limits of Frisco. It is our intention that this information be utilized by architects, contractors, builders, and owners so that new and remodeling construction may fully meet the Frisco Health Codes. These are Health & Food Safety requirements only. These requirements are to be used in addition to requirements of other City departments and divisions, and are not to be interpreted as replacing other Department's requirements in any way. A list of all requirements may be reviewed in the City of Frisco's Health Ordinance. Please obtain a copy of the Health Ordinance and all Ordinances from the City Secretary's Office at 972.292.5020.

## **NEW BUSINESS? TAKING OVER AN EXISTING BUSINESS? MAKING CHANGES?**

Please contact Health & Food Safety at (972) 292-5304 or e-mail to [health@friscotexas.gov](mailto:health@friscotexas.gov) for an inspection prior to opening. A permit will be issued when all requirements are met.

## **FLOORS**

**FLOOR CONSTRUCTION** - Floors and floor coverings of all food preparation, food storage, and utensil-washing areas, walk-in refrigeration units, dressing rooms, locker rooms, toilet rooms and toilet room vestibules shall be constructed of smooth durable material such as terrazzo, ceramic or quarry tile, with a six-inch coved tile base and shall be maintained in good repair. Coved tile base must be installed integral with and flush with floor tiles. Top set coved tile base is not permitted. Epoxy resin and other poured monolithic flooring systems require approval prior to installation and are subject to additional requirements. Durable grades of sheet vinyl may be used in dry storage areas and shall be maintained in good repair. Nothing in this rule shall prohibit the use of anti-slip floor covering in areas where necessary for safety reasons.

**FLOOR CARPETING** - Carpeting, if used as a floor covering, shall be of closely woven construction, properly installed, easily cleanable, and maintained in good repair. Carpeting is prohibited in food preparation, equipment-washing and utensil-washing areas, in food storage areas, in toilet room areas and in toilet room vestibule areas.

**FLOOR DRAINS** - At least one floor drain shall be provided, with total number subject to approval. Properly installed, trapped floor drains shall be provided in floors that are water flushed for cleaning or that receive discharge of water or other fluid waste from equipment or in areas where pressure spray methods for cleaning equipment are used. Properly trapped floor drains are required in all restrooms and in food preparation areas. Such floors shall be constructed of terrazzo, ceramic tile, quarry tile or similar materials and shall be graded to drain.

## **INTERIOR**

**WALLS AND CEILINGS** - Walls in food preparation, storage, and utensil-washing areas must be durable and easily cleanable floor-to-ceiling. FRP, stainless and ceramic tile are approved wall finishes. Wall coatings such as epoxy paint may be used only in non-food areas and must be

approved prior to installation. Concrete, concrete blocks, or bricks may be used only in non-food areas such as can washing areas and outdoor janitorial or storage areas. Ceiling construction in all areas except dry storage shall be easily cleanable and nonabsorbent.

**LIGHTING - General.** At least fifty (50) foot-candies of light shall be provided to all working surfaces (employees working with food or working with utensils or equipment such as knives, slicers, grinders or saws where employee safety is a factor). At least twenty (20) foot-candles of light shall be provided to all other surfaces and equipment in food preparation, utensil-washing, and hand washing areas, toilet rooms, self-service buffets and salad bars, reach-in and under-counter refrigerators. At least ten (10) foot candles of light at a distance of thirty (30) inches from the floor shall be provided in walk-in refrigeration units and dry food storage areas and in other areas and rooms during periods of cleaning. All light fixtures in food areas must be shatterproof or shielded.

## **PLUMBING**

**GENERAL -** Plumbing shall be sized, installed, and maintained according to law. There shall be no cross-connection between the potable water supply and any non-potable or questionable water supply or any source of pollution through which the potable water supply might become contaminated.

**NONPOTABLE WATER SYSTEMS -** Not permitted.

**BACKFLOW -** Devices shall be installed to protect against backflow and back siphonage at all fixtures and equipment where an air gap at least twice the diameter of the water supply inlet is not provided between the water supply inlet and the fixture's flood level rim. A hose shall not be attached to a faucet unless a backflow prevention device is installed.

**GREASE TRAPS, GREASE INTERCEPTORS -** Required. A grease trap or grease interceptor shall be located to be easily accessible for cleaning. Grease interceptors shall be located outdoor and in-ground. Location and sizing must be approved. Grease interceptors/traps shall be sized based on the 2015 IPC (International Plumbing Code) sizing criteria.

**WATER HEATERS –** Must be sized per NSF/FDA guidelines. Sizing calculations should reflect temperature rise of at least 70 degrees F.

**GARBAGE GRINDERS, DISPOSALS –** Call the Building Inspections Division at 972.292.5301 for discharge requirements per job.

**FIXTURES -** Depending on type of establishment, the number of fixtures will be determined by Health and Food Safety. Generally, a minimum of one (1) dishwasher, one (1) 3-compartment sink with drainboards, one (1) curbed mop cleaning facility (mop sink), one (1) food prep sink with at least one (1) drainboard and a minimum of one (1) hand wash sink will be required. Hand sinks must be located in each food prep and utensil-washing area such that they are conveniently located for the use of the employees of that area. As a general rule, at least one (1) hand wash sink for every 25 ft. is required.

## **WAREWASHING AND SANITIZING**

**MANUAL -** A three-compartment sink shall be used if washing, rinsing and sanitizing of utensils and equipment is done manually. Sinks shall be large enough to permit the complete immersion

of the utensils and equipment and each compartment shall be supplied with hot and cold potable running water. Suitable equipment shall be made available to aid in the washing, rinsing and sanitizing process. Two (2) drain boards shall be available in conjunction with the 3-compartment sink. Proper handling of soiled utensils prior to washing and proper handling of cleaned utensils following sanitizing shall be maintained.

**MECHANICAL - (Dishwashing machines)** Cleaning and sanitizing may be done by spray-type or immersion dishwashing machines or by any other type of machine or device if it is demonstrated that it thoroughly cleans and sanitizes equipment and utensils. These machines shall be operated in accordance with manufacturer's instructions, and utensils and equipment placed in the machine shall be exposed to all dishwashing cycles. Automatic dispensers, wetting agent dispensers, and liquid sanitizer injectors, if any, shall be properly installed and maintained.

### **VENTILATION HOODS/FIRE SUPPRESSION EQUIPMENT**

Ventilation hoods and devices shall be designed to prevent grease or condensation from collecting on walls and ceilings, and from dripping into food or onto food-contact surfaces. Filters or other grease extracting equipment shall be readily removable for cleaning and replacement if not designed to be cleaned in place. Hoods will be required for the equipment that they serve. In general, residential-type hoods or re-circulating air hoods will not be allowed in commercial establishments, regardless of the type of establishment.

Fire suppression equipment in the hood may be required. The Building Inspections Division and Health & Food Safety approve hood installation type requirements, respectively. Please call the Fire Marshal's office at (972) 292-6300 for separate submittal requirements deemed necessary by the Fire Department regarding commercial submittals such as fire suppression or sprinkler systems.

Type II hoods shall be installed where cooking or dishwashing appliances produce heat or steam and do not produce grease or smoke. Examples area: steamers, kettles, pasta cookers and dishwashing machines.

Type I hoods shall be installed where cooking appliances produce grease or smoke, such as occurs with griddles, fryers, broilers, ovens, ranges and wok ranges.

### **LAUNDRY FACILITIES**

Laundry facilities on the premise or a food establishment shall be used only for the washing and drying of items used in the operation of the establishment. Separate rooms shall be provided for laundry facilities except that such operations may be conducted in storage rooms containing only packaged foods or packaged single-service articles.

### **INSECT AND RODENT CONTROL**

**GENERAL** - Effective measures intended to minimize the presence of rodents, flies, cockroaches, and other insects and rodents on the premises shall be utilized. The premises shall be kept in such condition as to prevent the harborage or feeding of insects or rodents. Pest control devices, such as "bug zappers" or fly paper may not be placed in such as manner that they pose a risk of food contamination.

**OPENINGS** - Openings to the outside shall be effectively protected against the entrance of rodents. Tight-fitting, self-closing doors with door sweeps, closed windows, screening, controlled

air currents, or other means shall be utilized. Screening material shall not be less than sixteen (16) mesh to the inch.

## **MANAGEMENT AND PERSONNEL**

**RESPONSIBILITY, ASSIGNMENT** - The permit holder shall be the person in charge or shall designate a person in charge and shall ensure that a person in charge is present at the food establishment during all hours of operation. There shall be one (1) person on duty during all hours of operation that has completed a course to become a Certified Food Protection Manager as defined and accredited by the Texas Department of State Health Services. The person in charge is legally responsible for ensuring that all food employees are properly trained in food safety as it relates to their assigned duties.

## **FOOD EQUIPMENT**

**CERTIFICATION, CLASSIFICATION, ACCEPTABILITY** - Food equipment that is certified or classified for sanitation by an American National Standards Institute (ANSI) - accredited certification program (such as NSF, ETL-sanitation or UL- sanitation certifications) will be deemed to comply with current standards. All approved equipment must be used as manufacturer intended. Equipment labeled "For House Use Only", such as crock pot-type equipment, "George Foreman" grills, and electric skillets may not be used. Approved ventilation hood and fire suppression equipment must be provided in compliance with the Mechanical Code adopted and amended by the City of Frisco.

## **FOOD STORAGE**

Food must be protected from contamination. Food may not be stored in locker rooms, toilet rooms, dressing rooms, garbage rooms, dumpster enclosures, mechanical rooms, under sewer lines that are not shielded to intercept potential drips, under leaking water lines, including leaking automatic fire sprinkler heads, or under lines on which water has condensed, under open stairwells or open building structural elements, or under other sources of contamination. Shelving must be impervious and easily cleanable.

## **FOOD PROTECTION**

Sneeze guards meeting NSF Standard 2 shall be used wherever contamination by the consumer is possible. On the average, the area of concern is the vertical distance from the customer's mouth to the floor. It is required that the vertical distance of 4'6" to 5'0" be protected.

## **GARBAGE AND REFUSE**

Outdoor storage surface for refuse, recyclables, and returnables shall be constructed concrete and shall be smooth, durable and sloped to drain. Outdoor enclosures shall be constructed of durable and cleanable materials and shall be approved by Health & Food Safety and shall adhere to all appropriate zoning codes and restrictions. Outdoor dumpster enclosure is mandatory and shall be constructed of one hundred (100) percent masonry. Please obtain a dumpster enclosure specification sheet from the Building Inspections Division. Grease containers awaiting pick up or service, if not located in a sanitary container within the establishment, must be located within the dumpster enclosure protected by bollards and easily accessible for servicing.

Recycling is mandatory. Please contact Environmental Services (972) 292.5900 for details.

## **OUTDOOR AREAS**

Walking and driving areas shall be surfaced with concrete. Asphalt is prohibited. Contact Building Inspections for specifications at 972-292.5301 or e-mail to [bldginsp@friscotexas.gov](mailto:bldginsp@friscotexas.gov).

## **TOILET FACILITIES**

At least one (1) toilet and not fewer than the number of toilets required by the International Plumbing Code with all local amendments adopted by Frisco shall be provided for employee use.

Other requirements/equipment may be mandated. Please contact the appropriate authorities for details:

- Frisco Building Inspections Division 972-292-5301
- Frisco Fire Department 972-292-6300
- Frisco Development Services Department (zoning, landuse, landscape, etc.) 972-292-5300
- Frisco Solid Waste/Recycling – Environmental Services 972-292-5900
- Frisco Office of the City Secretary 972-292-5020

Any person or entity desiring to operate a food establishment must make written application for a permit on forms provided by the City of Frisco Health & Food Safety located at Development Services, 6101 Frisco Square Blvd, 3<sup>rd</sup> Floor, Frisco, Texas 75034. Renewals of permits are required on an annual basis, except where otherwise stated.

Prior to an approval of a Food Establishment Permit, Health & Food Safety shall inspect the proposed food establishment to determine compliance with the current Health Ordinance as adopted with all local amendments. This is done prior to establishment occupancy. No food preparation or food storage shall be approved prior to issuance of a Food Establishment Permit.

Please contact Health & Food Safety if you have any questions at (972) 292-5304 or via email to [health@friscotexas.gov](mailto:health@friscotexas.gov)

*Dept Logo 10-2009*

OPTIONALLY LOCATED SIDE GATE

23'-0" MIN.

15'-0" MIN.

SLOPE 2" TO DRAIN

APPROVED MASONRY SCREENING WALL, TYPICAL  
J.R. SMITH 2250 FLOOR AREA DRAIN (or equiv.) TO CONNECT TO SANITARY SEWER (VIA GREASE TANK IF NECESSARY) AS DIRECTED BY CITY STAFF (TYP.)

OPTIONAL POST'S BOLLARD (TYP.)

NOTE:  
PLACE HINGES ON EXT. SIDE OF POST WHEN POST'S BOLLARD IS NOT PROVIDED (TYP.) SEE GATE POST PLAN DETAIL.

BOLLARD (TYP.)

CONC. SIDE CURB AS IT MAY OCCUR (TYP.)  
RAISE BOTTOM OF GATE TO CLEAR SIDE CURB, BUT NOT MORE THAN 3" AT ITS CLOSED POSITION (TAPER SIDE CURB IF NECESSARY). (TYP.)

SOLID METAL GATE, PROVIDE STOP & LATCH TO SECURE GATES IN OPEN & CLOSED POSITIONS (TYP.)

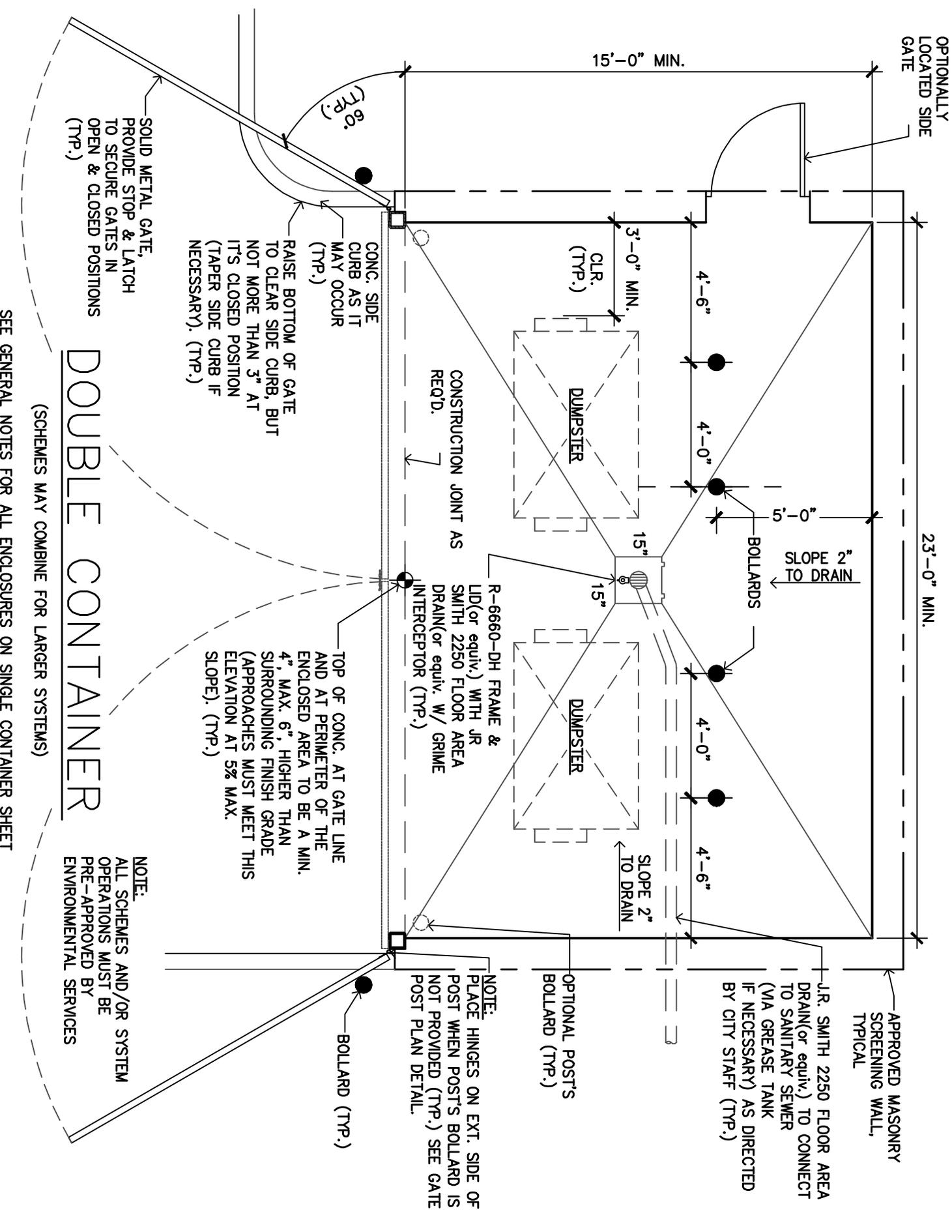
TOP OF CONC. AT GATE LINE AND AT PERIMETER OF THE ENCLOSED AREA TO BE A MIN. 4" MAX. 6" HIGHER THAN SURROUNDING FINISH GRADE (APPROACHES MUST MEET THIS ELEVATION AT 5% MAX. SLOPE). (TYP.)

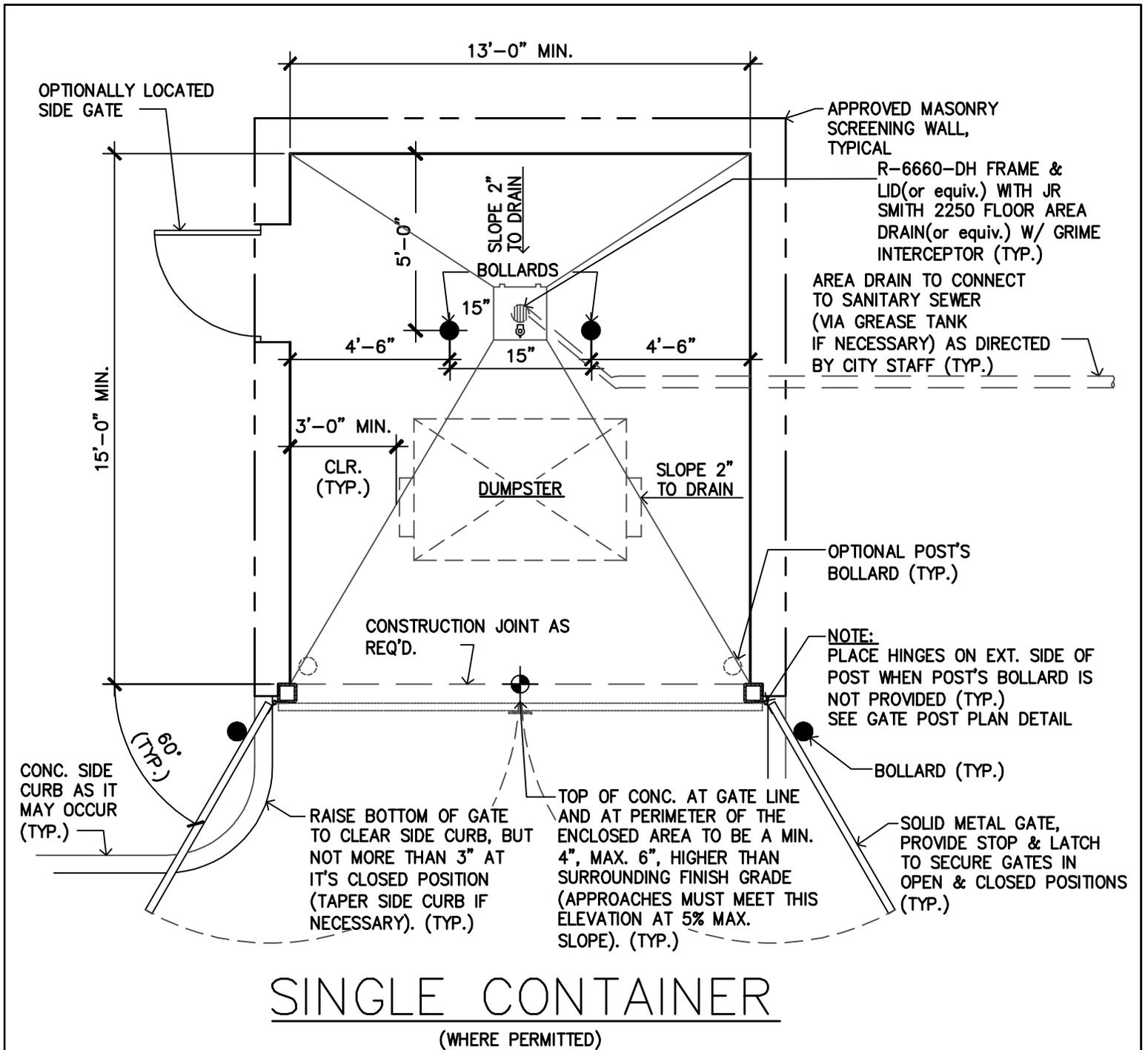
# DOUBLE CONTAINER

(SCHEMES MAY COMBINE FOR LARGER SYSTEMS)

NOTE:  
ALL SCHEMES AND/OR SYSTEM OPERATIONS MUST BE PRE-APPROVED BY ENVIRONMENTAL SERVICES

SEE GENERAL NOTES FOR ALL ENCLOSURES ON SINGLE CONTAINER SHEET





**GENERAL NOTES FOR ALL SINGLE AND DOUBLE CONTAINER ENCLOSURES:**

1. PROPERTY OWNER MUST CONTACT ENVIRONMENTAL SERVICES (972) 292-5915 TO DISCUSS PROPER SIZE AND QUANTITY OF DUMPSTERS/COMPACTORS NEEDED TO ENSURE ADEQUATE STORAGE AND MEET COLLECTION AND SERVICE NEEDS.
2. PROVIDE A MINIMUM 40' LONG TRUCK APPROACH PLUS 50' SPACE FOR TRUCK MANEUVERING. SEE SCHEMATIC FOR TYPICAL ROUTE CONDITIONS AND TRUCK MANEUVERING SPACE CLEARANCES REQUIREMENTS.
3. APPROACH AND ENCLOSED AREA TO BE A MINIMUM 7" THICK, REINFORCED CONCRETE PAVING.
4. A FREEZE PROOF HOSE BIBB TO BE IN THE PROXIMITY OF THE ENCLOSURE AREA FOR WASHING AS REQUIRED.
5. WHEN USING TWO SETS OF DOUBLE GATES, PROVIDE NOT LESS THAN 10'-3" WIDE CLEAR OPENINGS AT DUMPSTERS.

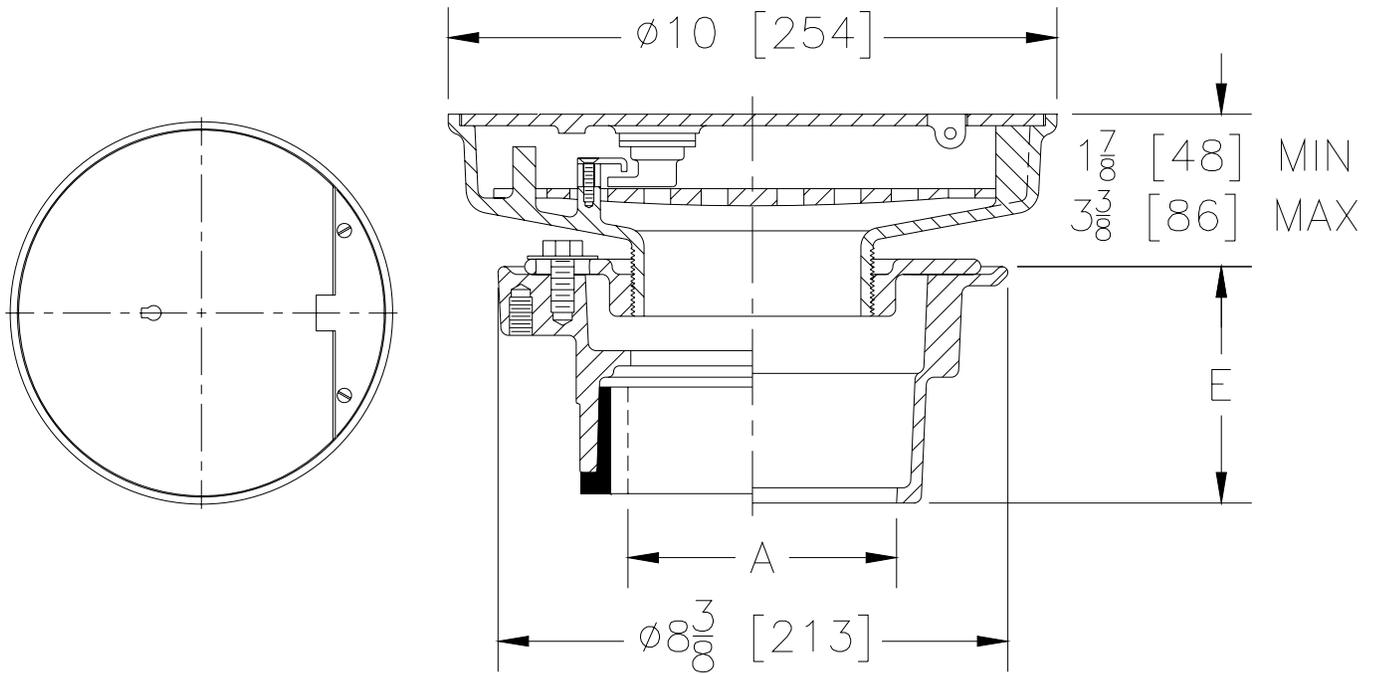


# Z315 VANDAL PROOF ACCESS DRAIN

SPECIFICATION SHEET

TAG \_\_\_\_\_

Dimensional Data (inches and [ mm ]) are Subject to Manufacturing Tolerances and Change Without Notice



A-Pipe Size Inches	Approx. Wt. Lbs. [kg]
2 [51]	23 [10]
3 [76]	24 [11]
4 [102]	25 [11]

**ENGINEERING SPECIFICATION: ZURN ZN315**

Ø10 [254] Top Vandal Proof Drain, Dura-Coated cast iron body bottom outlet, invertible membrane clamp, vertically adjustable nickel bronze top with secondary strainer and hinged solid locking cover.

**OPTIONS** (Check/specify appropriate options)

**PIPE SIZE**

- 2-3-4 [51-76-102]
- 2-3-4 [51-76-102]
- 2 [51]
- 3 [76]
- 4 [102]
- 2-3-4 [51-76-102]
- 2-3-4 [51-76-102]

(Specify size/type) **OUTLET**

- \_\_\_ IC Inside Caulk
- \_\_\_ IG Inside Gasket
- \_\_\_ IP Threaded
- \_\_\_ IP Threaded
- \_\_\_ IP Threaded
- \_\_\_ NH No-Hub
- \_\_\_ NL Neo-Loc

**'E' BODY HT. DIM.**

- 3-7/8 [98]
- 3-7/8 [98]
- 2-3/8 [60]
- 2-5/8 [67]
- 2-7/8 [73]
- 3-7/8 [98]
- 3-3/4 [95]

**PREFIXES**

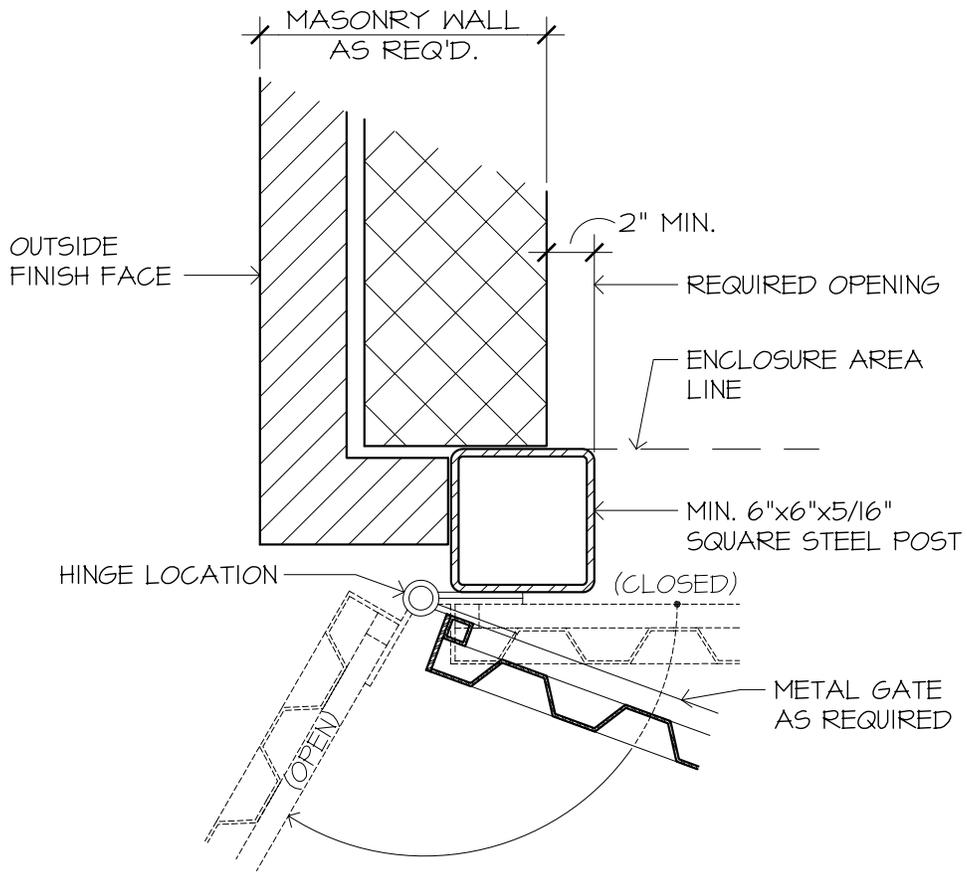
- \_\_\_ ZB D.C.C.I. Body w/Polished Bronze Top
- \_\_\_ ZN D.C.C.I. Body w/Polished Nickel Bronze Top\*

**SUFFIXES**

- \_\_\_ -G Galvanized Cast Iron
- \_\_\_ -HL Hinged Locking Gate
- \_\_\_ -P Trap Primer Connection
- \_\_\_ -TC Neo-Loc Test Cap Gasket  
(2 [51]-4 [102] NL Bottom Outlet Only)
- \_\_\_ -V Backwater Valve (See Z1099)

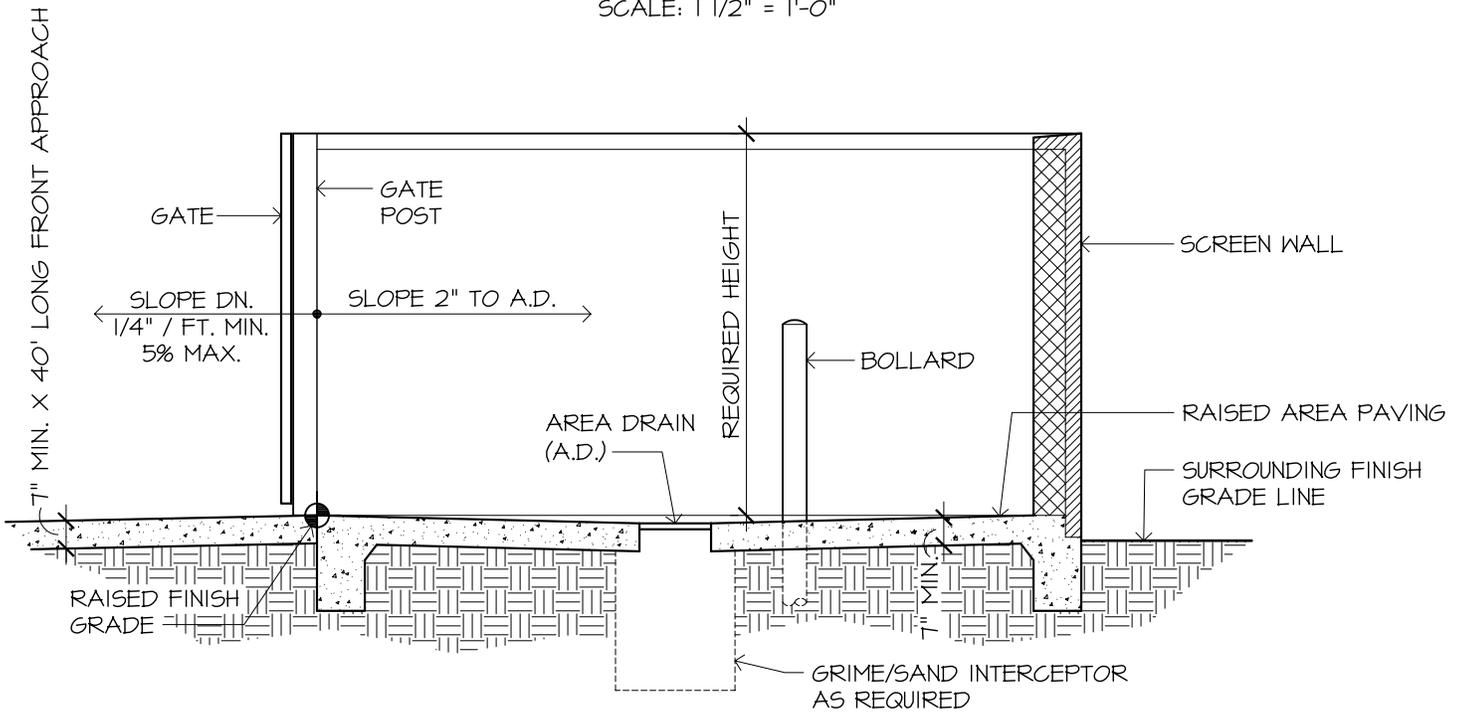
REV. D	DATE: 11/08/10	C.N. NO. 120283
DWG. NO. 58972	PRODUCT NO. Z315	

\*REGULARLY FURNISHED UNLESS OTHERWISE SPECIFIED



## GATE POST PLAN DETAIL

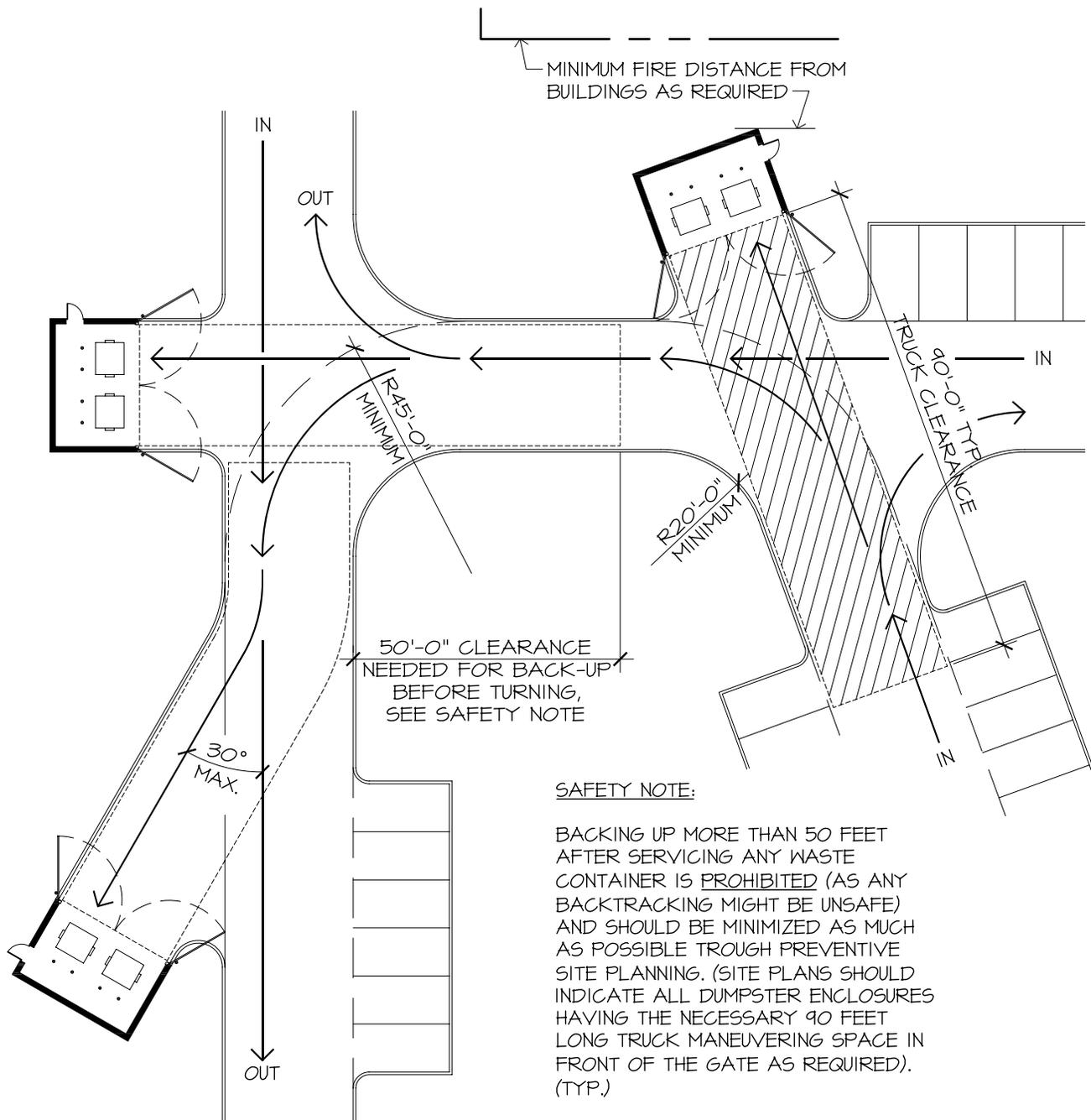
SCALE: 1 1/2" = 1'-0"



## ENCLOSED AREA CROSS SECTION

SCALE: 1/4" = 1'-0"

# SOLID WASTE VEHICLE OPERATION SCHEMATIC TYPICAL ROUTE CONDITIONS AND TRUCK MANEUVERING SPACE CLEARANCES REQUIREMENTS



## SCHEMATIC SITE PLAN

SCALE: 1" = 30'-0"

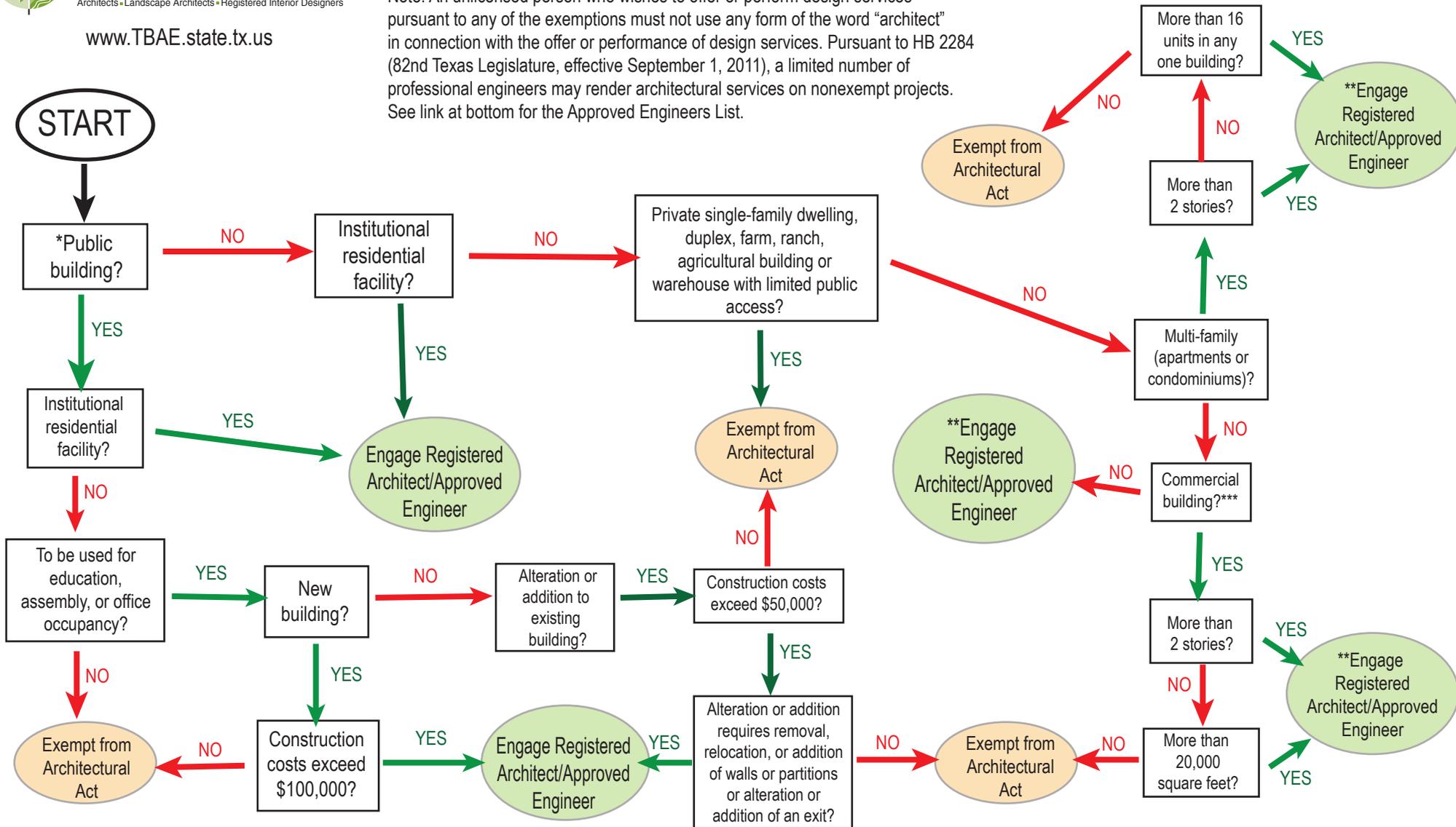
# SOLID WASTE VEHICLE OPERATION SCHEMATIC TYPICAL ROUTE CONDITIONS AND TRUCK MANEUVERING SPACE CLEARANCES REQUIREMENTS

## GENERAL NOTES:

1. ALL CURBS ARE TO BE ALIGNED ON THE OUTSIDE OF ENCLOSURE WALLS. THE CURBS SHALL NOT INTERFERE WITH THE ROUTE OF THE SOLID WASTE COLLECTION VEHICLE.
2. ALL SOLID WASTE COLLECTION ROUTES SHALL MEET ENGINEERING DESIGN CRITERIA (WIDTHS, TURNING RADII, ETC.), SITE SHALL BE DESIGNED TO PROVIDE SOLID WASTE COLLECTION VEHICLES WITH SAFE APPROACH TO DUMPSTER ENCLOSURES AND LIFT EACH CONTAINER WITHOUT GROUND LEVEL OR AERIAL OBSTRUCTIONS AS REQUIRED.
3. FOR THE SAFETY OF OTHERS, ROUTE LAYOUT AND OPERATION CLEARANCES SHALL BE SUCH THAT SOLID WASTE VEHICLES WILL NOT NEED TO BACK UP MORE THAN 50 FEET TO EXIT THE SITE AFTER SERVICING A DUMPSTER.
4. NO AWNING OR BUILDING PROJECTIONS ARE TO ENCROACH THE SOLID WASTE COLLECTION VEHICLE'S OPERATION AREA AND/OR SPACE. MINIMUM OVERHEAD CLEARANCE OF 14 FEET IS REQUIRED IN DRIVE AND 25 FEET OVER AND ABOUT THE DUMPSTER ENCLOSURE AREA FROM STEEL SAFETY BOLLARDS BACK 50 FEET.
5. ROUTES SHALL BE CLEAR OF ALL OBSTRUCTIONS (CURBS, WALLS, OVERHEAD WIRES, AWNINGS, ROOF PROJECTIONS, ETC.) TO PREVENT DAMAGE FROM THE COLLECTION VEHICLE.
6. IDEALLY, THE MOST DESIRED SITE PLANNING SHALL BE WHENEVER IS POSSIBLE TO SELECT A ROUTE FOR THE COLLECTION VEHICLE TO TRAVEL THE SITE WITHOUT BACKTRACKING. MULTIPLE FACILITIES SHOULD BE LOCATED IN SEQUENCE TO ALLOW CONSECUTIVE SERVICING ON ONE-WAY TRUCK ROUTE AS MUCH AS POSSIBLE (TYPICAL, UNLESS OTHERWISE APPROVED BY ENVIRONMENTAL SERVICES).
7. ALL DUMPSTER ENCLOSURES MUST BE ORIENTED TO FACE 90 FEET LONG OF OPEN SPACE. THE ONLY EXCEPTION IS FOR DUMPSTER ENCLOSURES PLACED ALONG A STRAIGHT COLLECTION VEHICLE ROUTE WHERE THE ENCLOSURES NEED TO BE ANGLED WITH NOT MORE THAN 30 DEGREES DEVIATION FROM THE ROUTE DIRECTION LINE AND PLACED DEEP ENOUGH TO ALLOW THE TYPICAL 50 FEET BACK UP FOR THE VEHICLE TO RESUME IT'S ROUTE.
8. DUMPSTER ENCLOSURES SHALL BE LOCATED AWAY FROM ENTRANCES AND EXISTS SO SOLID WASTE COLLECTION VEHICLES DO NOT CREATE A SAFETY HAZARD BY BLOCKING IN-COMING OR OUT-GOING TRAFFIC.
9. FOR WHERE SINGLE, DOUBLE OR TRIPLE-WIDE DUMPSTER ENCLOSURES ARE REQUIRED, SEE CITY ORDINANCE # 01-02-14. ALL DESIGNS MUST BE APPROVED BY THE ENVIRONMENTAL SERVICES DEPARTMENT (972-292-5915).
10. FOR GENERAL INFORMATION AND TYPICAL REQUIREMENTS ON DUMPSTER ENCLOSURE DESIGN LAYOUT SEE AVAILABLE CITY STANDARD CRITERIA DETAILS.

## When to Engage an Architect or Approved Engineer for Design and Construction Observation

Note: An unlicensed person who wishes to offer or perform design services pursuant to any of the exemptions must not use any form of the word "architect" in connection with the offer or performance of design services. Pursuant to HB 2284 (82nd Texas Legislature, effective September 1, 2011), a limited number of professional engineers may render architectural services on nonexempt projects. See link at bottom for the Approved Engineers List.



\* "Public Building" means any building that is owned by a State agency, a political subdivision of the State, or any other public entity in Texas.

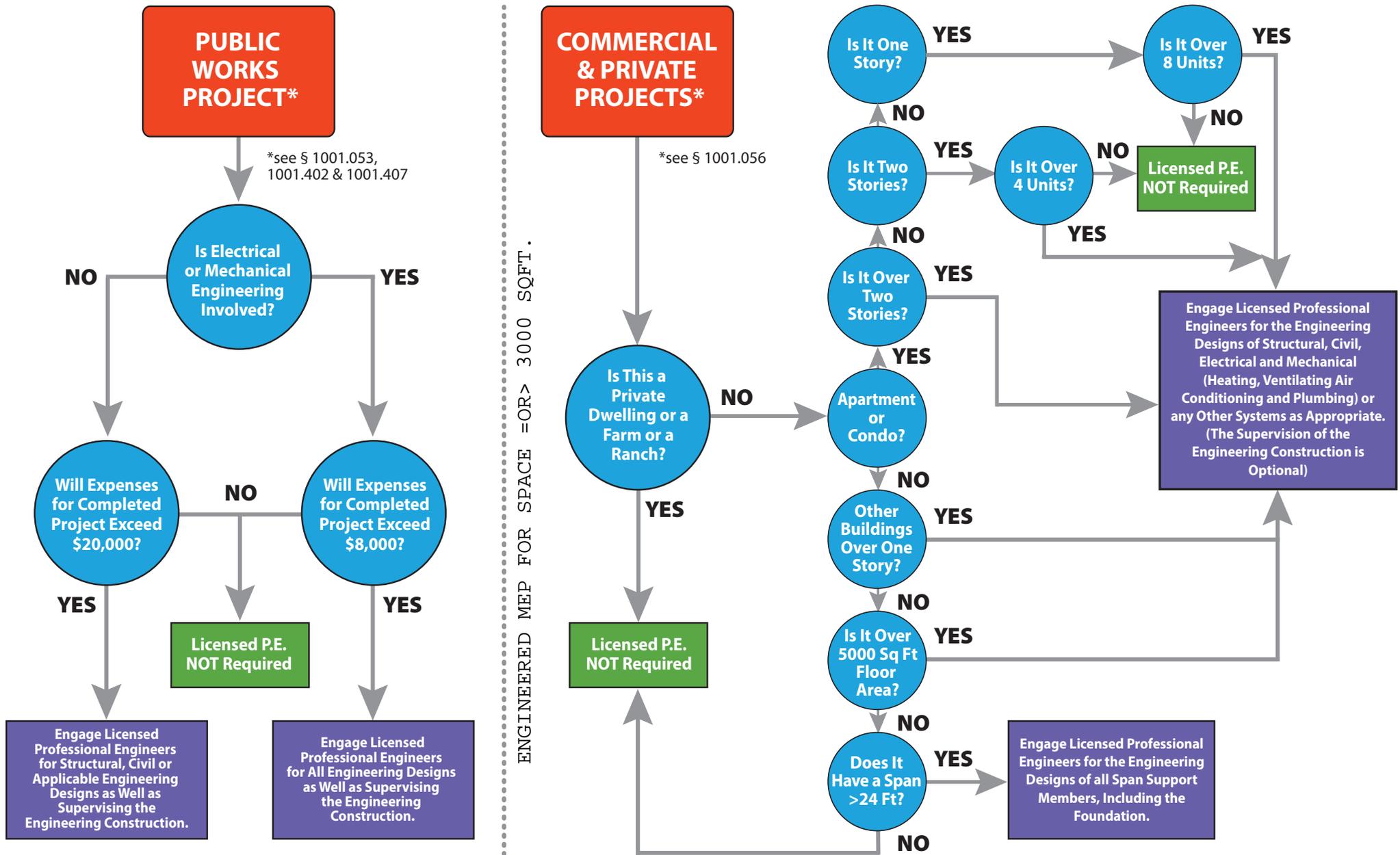
\*\* If a project involves only the alteration of an existing building and the alteration does not involve a substantial structural or exitway change to the building, the project is exempt from the architectural act.

\*\*\* "Commercial building" means an enclosed structure primarily used for the purchase, sale, or exchange of commodities or services.

# When is a Professional Engineer required on a project?



Texas Board of Professional Engineers  
Engineering For A Better Texas



This flowchart is intended for guidance purposes only and the Texas Engineering Practice Act and Rules govern final interpretation. Local codes and ordinances may be more restrictive as long as not in conflict with the Texas Engineering Practice Act and Rules.

Visit <http://engineers.texas.gov/downloads.htm> for a copy of the Texas Engineering Practice Act and Board Rules and download this diagram.



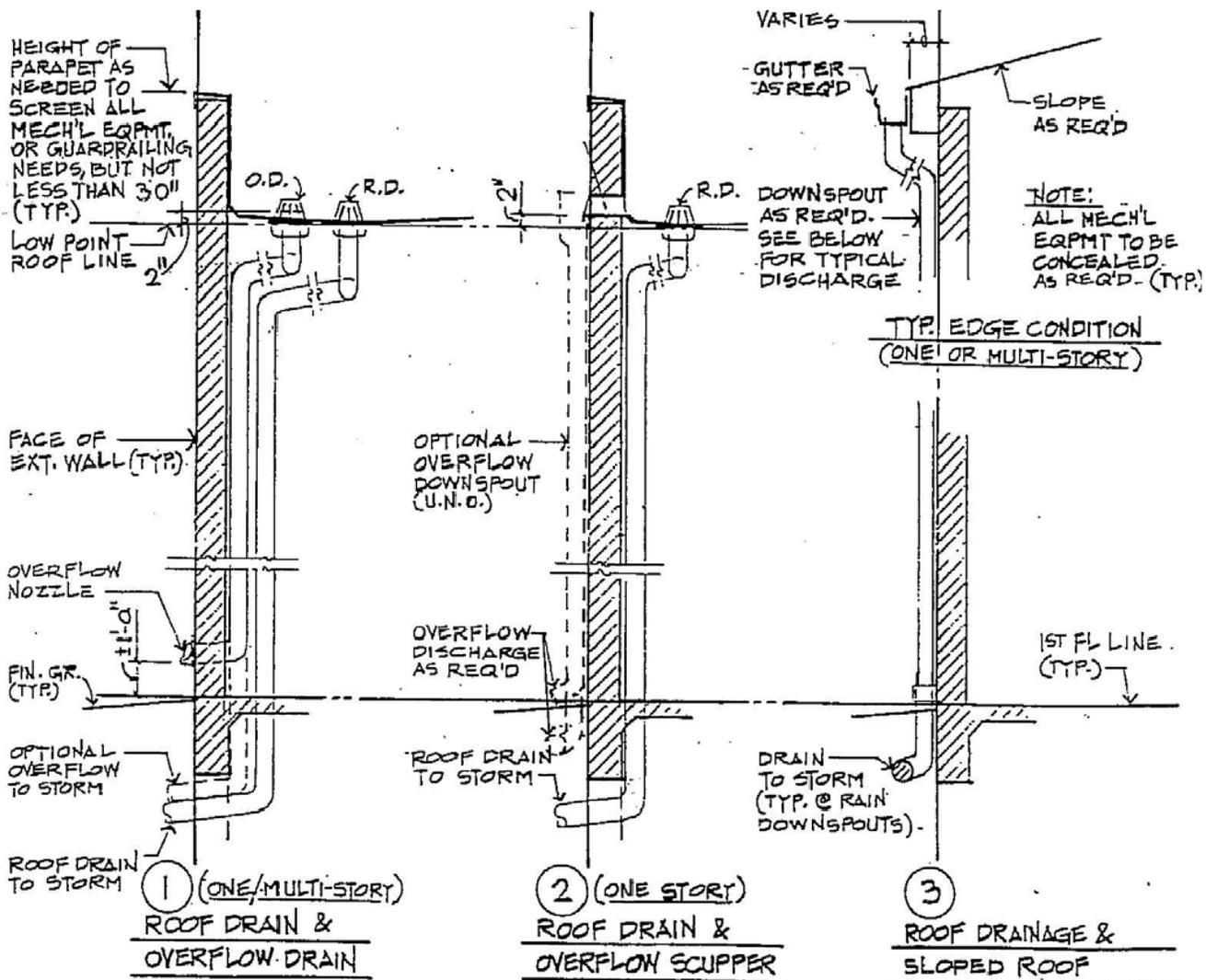
## ROOF DRAINAGE SYSTEMS FOR COMMERCIAL BUILDINGS

### 1503.4 Roof drainage.

Design and installation of roof drainage systems shall comply with Section 1503 of this code and Sections 1106 and 1108, as applicable, of and the International Plumbing Code. Roofs shall be sloped a minimum of one unit vertical in 48 units horizontal (min. 2% slope) for drainage. Unless roofs are sloped to drain over roof edges, roof drains shall be installed at each low point of the roof. Roof drains and gutter downspouts shall discharge into the site storm drainage and detention system. Where a site storm drainage system is not available, roof drains and downspouts may discharge at grade provided that the discharge does not flow across walkways providing access to building entrances.

#### 1503.4.1 Secondary (emergency overflow) drains or scuppers.

Where roof drains are required, secondary (emergency overflow) roof drains or scuppers shall be provided where the roof perimeter construction extends above the roof in such a manner that water will be entrapped if the primary drains allow buildup for any reason. The installation and sizing of secondary emergency overflow drains, leaders and conductors shall comply with Sections 1106 and 1108, as applicable, of the International Plumbing Code.



## Permit, Inspection and Miscellaneous Consolidated Fee Schedule

Building Permit Fees		
Commercial Building Permit	*%60 of Table Value	Table 1-A
Residential Building Permit		Table 1-A

TABLE 1-A*	
\$1 to \$500.00	\$23.50
\$500 .01 to \$2,000.00	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000.
\$2,000.01 to \$25,000.00	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.
\$25,000.01 to \$50,000.00	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000.
\$50,000.01 to \$100,000.00	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,000.01 to \$500,000.00	\$993.75 for the first \$100,000 plus \$5.00 for each additional \$1,000, or fraction thereof, to and including \$500,000.
\$500,000.01 to \$1,000,000.00	\$3233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000.
\$1,000,000.01 and above	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000 or fraction thereof.
Inspection outside of normal business hours	\$150.00

\* Commercial building permit fees are assessed on the basis of %60 of the calculated value of Table 1-A

Miscellaneous	
Certificate of Occupancy (Change of business name, ownership or use)	\$100.00
Certificate of Occupancy (Non-Conforming Use)	\$25.00
Demolition Permit	\$50.00
Reroof Permit	\$150.00
Detached Accessory Building (<100 sq ft)	\$25.00
Detached Accessory Building (≥100 sq ft, <160 sq ft)	\$50.00
Detached Accessory Building (≥160 sq ft)	Table 1-A
Duplicate Permit Placard and Reports	\$10.00
Commercial Irrigation - Per meter	
Single Meter	\$250.00
Second Meter add +	\$175.00
Three and Greater Meters	\$500.00
Residential Irrigation Permit	\$185.00
Reinspection Fee (Residential)	\$30.00
Reinspection Fee (Commercial)	\$35.00
Spa Permit	\$75.00
Structure Move Permit	\$50.00
Swimming Pool (Above Ground)	\$100.00
Swimming Pool (Below Ground)	\$200.00
Swimming Pool (Below Ground w/ spa)	\$275.00
Temporary Building Permit	\$50.00

Electrical Permit Fees	
For issuance of <b>each</b> permit	\$30.00
For issuance of <b>each</b> supplemental permit	\$10.00
All inclusive Residential permit by permit Square Footage	\$0.03 / per sqft
All inclusive Commercial permit by permit Square Footage	\$0.04 / per sqft
Electrical Meter Release	\$45.00
<b>Each</b> Residential Appliance	\$4.75
<b>Each</b> Commercial Appliance	\$4.75
<b>Each</b> Temporary Services	\$23.50
<b>Each</b> Misc Apparatus	\$18.20
Motors (Horsepower) ea.	
Up to 1	\$4.75
1, not over 10	\$12.30
10, not over 50	\$24.60
50, not over 100	\$49.50
over 100	\$74.50
Service Installation Replacement (Amps) ea.	
Up to 200	\$65.00
200, up to 1000	\$85.00
Over 1000 amps	\$150.00

<b>Mechanical Permit Fees</b>	
For issuance of <b>each</b> permit	\$30.00
For New finish-out/alterations	\$0.05/gsf
For issuance of <b>each</b> supplemental permit	\$10.00
<b>Furnaces</b>	
Installation or relocation of <b>each</b> forced air unit up to and including 100,000 Btu/h	\$13.25
Installation or relocation of <b>each</b> forced air unit over 100,000 Btu/h	\$16.25
Installation or relocation of <b>each</b> floor furnace	\$13.25
Installation or relocation of <b>each</b> suspended heater, recessed wall heater or floor-mounted	\$13.25
<b>Appliance Vents</b>	
Installation, relocation or replacement of <b>each</b> vent	\$7.00
<b>Repairs or Additions</b>	
Repair of, Alteration of or Addition of <b>each</b> heating or cooling appliance	\$12.25
<b>Boiler, Compressor and Absorption Systems</b>	
Installation or relocation of <b>each</b> boiler or compressor to including 3 horsepower or up to and including 100,000 Btu/h	\$13.25
Installation or relocation of <b>each</b> boiler or compressor to including 3 - 15 horsepower or over 100,000 - 500,000 Btu/h	\$24.25
Installation or relocation of <b>each</b> boiler or compressor to including 15 - 30 horsepower or over 500,000 - 1,000,000 Btu/h	\$33.25
Installation or relocation of <b>each</b> boiler or compressor to including 30 - 50 horsepower or over 1,000,000 - 1,750,000 Btu/h	\$49.50
Installation or relocation of <b>each</b> boiler or compressor to over 50 horsepower or over 1,750,000 Btu/h	\$82.75
<b>Air Handlers</b>	
Installation or relocation of <b>each</b> air-handling to and including 10,000 cubic feet	\$9.50
Note: This does not apply to an air handling unit which is a part of a factory assembled appliance	
Installation or relocation of <b>each</b> air-handling over 10,000 cubic feet	\$16.50
<b>Evaporative Coolers</b>	
Installation or relocation of <b>each</b> evaporative cooler other than portable type	\$9.50
<b>Ventilation and Exhaust</b>	
Installation or relocation of <b>each</b> ventilation van fan connected to a single duct or hood	\$6.50
<b>Miscellaneous - Installation or relocation of each fuel gas piping systems</b>	
One to Four outlets	\$5.00
Each additional outlet exceeding four	\$1.00

<b>Plumbing Permit Fees</b>	
For issuance of <b>each</b> permit	\$30.00
For New finish-out/alterations	\$0.09/gsf
For issuance of <b>each</b> supplemental permit	\$10.00
For <b>each</b> plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection therefore)	\$7.00
For <b>each</b> building sewer and each trailer park sewer	\$15.00
Rainwater systems - per drain (inside building)	\$7.00
For <b>each</b> cesspool (where permitted)	\$25.00
For <b>each</b> private sewage disposal system \$	\$40.00
For <b>each</b> water heater and / or vent \$	\$7.00
For <b>each</b> gas-piping of one to five outlets	\$5.00
For <b>each</b> additional gas piping system outlet, per outlet	\$1.00
For <b>each</b> industrial waste pretreatment interceptor including its trap and vent, except kitchen type grease interceptors functioning as fixture traps	\$7.00
For <b>each</b> installation, alteration or repair of water piping and / or water treating equipment	\$7.00
For <b>each</b> repair or alteration of drainage or vent piping, each fixture	\$7.00
For <b>each</b> lawn sprinkler system on any one meter including backflow protection devices the	\$35.00
<b>For atmospheric-type vacuum breakers</b>	
1 to 5	\$5.00
over 5, <b>each</b>	\$1.00
<b>For <b>each</b> backflow protective device other than atmospheric type vacuum breakers:</b>	
2 inch (51mm) diameter and smaller	\$7.00
over 2 inch (51mm)	\$15.00
For <b>each</b> graywater system	\$40.00
For initial installation and testing for a reclaimed water system	\$30.00
For <b>each</b> annual cross-connection testing of a reclaimed water system (excluding initial test	\$30.00
For <b>each</b> medical gas piping system serving one to five inlet(s) / outlet(s) for a specific gas	\$50.00
For <b>each</b> additional medical gas inlet(s) / outlet(s)	\$5.00