



Development Services

Building Inspections

500 W. Chestnut
Denison, Texas 75020
(903) 465-2720
www.denisontx.gov

Commercial Building Submittal Requirements

Please submit your complete set of plans following the order below

Per Section 28.13. of the City of Denison's Code of Ordinances, a formal Site Plan submittal to the Planning Department is required for all non-residential development, multi-family development, townhome developments, manufactured home parks, parking lot developments, and any increase that is greater than 30 percent of the existing buildings square footage for an existing non-residential structure or a multi-family development. The [Site Plan Checklist and Application](#) can be located on the Planning page of the City of Denison website along with [appropriate submittal dates](#). Please reach out to the Planning Department at planning@denisontx.gov for more information.

Site Plan

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

Architectural Plans*

- 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

Structural Plans*

- Types of materials used
- Size & Spacing of framing members
- Ceiling joists/truss layout
- Engineered plan for foundation design
- Wind bracing/Shear Wall plans

Plumbing Plans*

- 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
- For establishments serving food or drinks, grease trap specifications, location, and calculations
- Plumbing Fixture Floor Plan

Mechanical Plans*

- Duct & Equipment layout
- Exhaust/Ventilation/Outside Air calculations and Manual N.

Electric Plans*

- Electrical layout
- Light fixtures layout
- Panel & Riser diagram
- Electrical load calculations

Energy Plans

- 2024 Energy Code Compliance Reports for Envelope, Interior and Exterior Lighting, & Mechanical
- Completed 2024 IECC Commercial Compliance Path Form
- Commissioning checklist and Energy Inspection Form must be completed at building final.

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

Projects Valued over \$50,000 must include registration number from the TDLR*

COMMISSIONING COMPLIANCE CHECKLIST (adapted from the 2024 IECC)

Project Name: _____

Project Address: _____

Permit Number: _____

Commissioning Provider (CxP): _____

Company/CxP Address: _____

ITEM	COMMISSIONING DOCUMENTATION	APPROVAL
1.	Project Commissioning Requirements	
	Project commissioning requirements included in project contract documents.	
2.	Commissioning Plan	
	Commissioning Plan with checklists (before start of functional testing) completed. (Section C408.2.1)	
3.	Commissioning Plan Utilized	
	Commissioning Plan was used during construction and includes items required in Section 408.2.1	
4.	Systems Adjusting and Balancing	
	Systems Adjusting and Balancing completed with report reviewed by CxP	
5.	HVAC Equipment	
	HVAC Equipment Functional and Performance Testing has been executed. If applicable, deferred and follow up testing is scheduled to be completed on	
6.	HVAC Controls	
	HVAC Controls Functional and Performance Testing has been executed. If applicable, deferred and follow up testing is scheduled to be completed on	
7.	Economizers	
	Economizer Functional and Performance Testing has been executed. If applicable, deferred and follow up testing is scheduled to be completed on	
8.	Lighting Controls	
	Lighting Controls Functional and Performance Testing has been executed (Section 408.3.1). If applicable, deferred and follow up testing is scheduled to be completed on	
9.	Service Water Heating	
	Service Water Heating Functional Testing has been executed. If applicable, deferred and follow up testing is scheduled to be completed on	
10.	Systems Manual	
	Project documentation, and Systems and O&M Manual, and training completed or scheduled.	
11.	Commissioning Report	
	Preliminary Commissioning Report submitted to Owner and includes all items required in C408.2.4	

Owner/Owner's Representative Acknowledgement

I hereby certify that the commissioning provider has provided me with evidence of mechanical, service water heating and lighting systems commissioning in accordance with the 2024 IECC.

Name/Company: _____

Owner Owner's Representative

Signature: _____ Date: _____



COMMERCIAL ENERGY INSPECTION FORM

Date: _____

Project Name: _____

Address: _____

Permit Number: _____

To the Chief Building Official:

I have inspected the above project and hereby declare that the work is in compliance with the 2024 International Energy Conservation Code, City of Denison Ordinances, local amendments to this code and Reference Standards.

____ C402 BUILDING ENVELOPE REQUIREMENTS

____ C403 BUILDING MECHANICAL SYSTEM

____ C405 ELECTRICAL POWER AND LIGHTING SYSTEMS

Certified Energy Inspector (Print Name)

Certified Energy Inspector (Signature)

ICC Certification Number

Phone Number
