

# CITY OF BRYAN APPLICATION FOR COMMERCIAL BUILDING PERMIT

P.O. Box 1000 Bryan Texas 77805 • Phone: 979.209.5010 • Fax: 979.209.5035  
[www.bryantx.gov](http://www.bryantx.gov) • [building@bryantx.gov](mailto:building@bryantx.gov)



*Submittal of the requested information with a fully completed application is required to approve/issue the Permit in a timely manner.  
 Omission of any information will cause the review to be delayed until the information is received.*

**1. Date of Application:** \_\_\_\_\_

**2. Address / Location of Work:** \_\_\_\_\_

Subdivision: \_\_\_\_\_ Phase: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_

**3. Property Owner Information:**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Phone: \_\_\_\_\_

**4. General Contractor Information:**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Phone: \_\_\_\_\_

**5. Electrician Information:**

Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**6. Plumber Information:**

Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**7. HVAC Information:**

Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**8. Architect Information:** *(If required by state or city ordinance)*

Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**9. Engineer Information:** *(If required by state or city ordinance)*

Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**10. Class of work:** *(Check the appropriate box)*

Remodel:  Addition:  Repair:  New Construction:  Demolition:

Are you painting the exterior of a commercial building?  
 Yes:  No:

**11. Description of Work:** \_\_\_\_\_

Constructing Driveway in R.O.W? Yes:  No:  | Constructing Sideway in R.O.W? Yes:  No:  | Will building be used as "Detached Shared Housing?" (Sec. 130.34(q)) Yes:  No:

Present Land Use: \_\_\_\_\_ Intended Land Use: \_\_\_\_\_

**12. Square Feet:**

Square feet of heated area: \_\_\_\_\_  
 Square feet of unheated area: \_\_\_\_\_  
 Square feet total: \_\_\_\_\_

**13. # of Buildings:** \_\_\_\_\_  
**14. Foundation Type:** \_\_\_\_\_  
**15. # of Floors:** \_\_\_\_\_

**16. # of Dwelling Units:** \_\_\_\_\_  
 # of Bedrooms: \_\_\_\_\_  
 # of Bathrooms: \_\_\_\_\_

**17. Irrigation Tap Size:** \_\_\_\_\_ **18. Fire Line Tap Size:** \_\_\_\_\_ **21. Estimated Valuation:** *(Cost of Labor and Materials for project)*

**19. Water Tap Size:** \_\_\_\_\_ **20. Sewer Tap Size:** \_\_\_\_\_

\$

**OFFICIAL USE ONLY**

Permit #: \_\_\_\_\_ WTR / SWR #: \_\_\_\_\_ BCAD Property ID: \_\_\_\_\_

SDRC: Yes:  No:  If yes, case #: \_\_\_\_\_ Status: Approved:  Revisions Required:

**22. Misc. Fees:** Long Tap Fee: \_\_\_\_\_

D.&T. Fee: \_\_\_\_\_

Work w/o Permit fee: \_\_\_\_\_

**23. Total Permit Fee:** *(Valuation + Tap Fees + Misc. Fees)*

\$

# CITY OF BRYAN APPLICATION FOR COMMERCIAL BUILDING PERMIT

P.O. Box 1000 Bryan Texas 77805 • Phone: 979.209.5010 • Fax: 979.209.5035  
[www.bryantx.gov](http://www.bryantx.gov) • [building@bryantx.gov](mailto:building@bryantx.gov)



Submit completed application with attachments to [building@bryantx.gov](mailto:building@bryantx.gov).

Paper set may be delivered in person or via mail to Development Services, 300 S. Texas Ave., Bryan, TX 77803 / Mon. - Fri. / 8 a.m. - 5 p.m.

**Note:** Please initial in the box adjacent to each statement to affirm that you have read and understand each of these requirements.

**Applicant to sign bottom of this page.** Our stated goal is to complete building plan review and issue comments for requested revisions and/or approvals within ten (10) business days from the day an application is received.

## COMMERCIAL PERMIT CHECKLIST:

- TEXAS ACCESSIBILITY STANDARD (TAS) PROJECT REGISTRATION # **EABPRJ** \_\_\_\_\_  
*(For Commercial/Public projects with a cost of \$50,000 or more)*
- Existing Commercial/Public buildings: Attach copy of Asbestos Survey.  
**Asbestos Consultant Name** \_\_\_\_\_ **License No.** \_\_\_\_\_
- I have complied with the City of Bryan Ordinances and State Law for Architect and Engineer requirements.
- I have complied with the Texas Engineering Practice Act which requires (but not limited to) the following: an engineer's seal for heights over two stories, square footage in excess of 5,000 square feet of foundation, spans longer than 24 feet, and state requirements for engineered structural, mechanical, electrical, and plumbing systems.
- I understand that new commercial projects and some existing commercial projects require separate review by City of Bryan Site Development Review Committee (SDRC) before a building permit can be issued.
- I have attached an electronic drawing file of all construction drawings and accompanying data to this application in .PDF format.
- I have attached one (1) complete paper set of required scaled and dimensioned plans and accompanying data (requirements listed below) to this permit application.
- I have read and have attached to this permit application all of the **COMMERCIAL PLAN REQUIREMENTS** listed below.
- I will comply with TCEQ (Texas Commission on Environmental Quality) requirements for storm water permits. This includes submitting NOI/CSN per TCEQ Construction General Permit (CGP) TXR150000.  
**Refer to <https://www.tceq.texas.gov/permitting/stormwater/construction> or call 800.447.2827**

## COMMERCIAL PLAN REQUIREMENTS:\*

- Site Plan or Civil Plan and details
- Foundation Plan and Details
- Floor Plan and Details (include existing floor plan(s) for additions and renovations.)
- Structural plans and details ( framing, etc)
- Mechanical Plans and Details
- Electrical Plan and Details
- Plumbing Plan and details
- Exterior Building Elevations, Roof Plan
- Energy code compliance information; Comcheck, or compliance by default tables of Chapter 4 (Commercial) of International Energy Conservation Code. Include square footages of gross wall areas and gross glazing areas on plans. <https://www.energycodes.gov>  
*\*(Must submit one (1) paper set and one (1) .PDF copy)*

## ALL APPLICANTS – PLEASE READ:

1. The permit issued for this application becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction work is suspended or abandoned for a period of six (6) months at any time after work is commenced.
2. Revised construction plans to be submitted for city review and approval is required for any changes made after City of Bryan building permit issuance.
3. The Permittee or Applicant is responsible for compliance with Deed and/or HOA restrictions.

## City of Bryan Codes and Amendments:

<https://www.bryantx.gov/codeupdates>

**CALL BEFORE YOU DIG! 800.344.8377**

**Applicant Printed Name:** \_\_\_\_\_ **Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Official Use:** *(do not issue permit unless signed by plans examiner)*

**Plan Review Attached:** Yes:  No:

**Plans Examiner Signature:** \_\_\_\_\_

**Plan Review Comments in H.T.E.:** Yes:  No:

**Development Coordinator approval:** \_\_\_\_\_

**Approved Date:** \_\_\_\_\_