

**TENANT IMPROVEMENT
REQUIREMENTS FOR COMMERCIAL AND INDUSTRIAL
BUILDINGS
OVER 1000 SQ. FT.**

Complete Permit Application and Obtain Activity numbers and Approval from Planning

Submit (2) sets of Planning Approved plans to Building and Safety for Plan Check.

Plan check fee must be paid upon submittal.

Plans must include:

Site Plan

Floor Plan

Framing Plan

Roof framing plan

Elevations (All sides to be shown)

¼"=1" Scale Preferred

Agency Approvals needed prior to permit issuance:

Electrical

Mechanical

Possible Agency approvals needed

Fire Dept

Industrial Waste

Health Dept