



Town of Prosper Building Inspections

P.O. BOX 307
Prosper, Texas 75078

Inspection office (972) 346-3502

FAX (972) 347-2842

Commercial plan review submittal requirements.

1. Commercial Building Permit Application
2. Certificate of Occupancy Application and \$50.00 Application Fee (*cash or check*)
3. Must include type of construction.
4. Egress calculations. Show required width or doors.
5. Maximum occupancy calculations.
6. Code used for design must comply with current codes adopted by the Town and shown on drawings. 2012 IBC, 2012 IMC, 2012 IPC, 2012 IFC, 2012 IECC, 2011 NEC
7. Finished Floor Elevation shown on drawings.
8. Foundations, structural support, mechanical, electrical and plumbing sheets must have Texas Professional Engineers seal.
9. Site Plan showing distance from front, rear and side property lines to all structures and/or the approved Site Plan, including the Planning Department's approval stamp.
10. Three (3) sets of complete drawings. (One set must be 11" x 17")
11. Two (2) copies of the approved Facade plan, including the Planning Department's approval stamp.(11" x 17")
12. TDLR letter.
13. Approved energy analysis (i.e. ComCheck). (Must have ICC#)
14. All fire related reviews and inspections must be approved and coordinated with Reed Fire Protection Engineering. (**All related expenses are the responsibility of the contractor, owner, or designated agent.**) Please contact them at 1-800-381-5504 for all submittal requirements. In order for vertical construction to begin, the Town must have written approval from Reed Fire Protection Engineering that the entire system has been reviewed and approved. Must provide submittal letter.
15. Civil plans with Town Engineer's approval stamp.