



## Commercial Building

### Is a permit required for alterations in a commercial building?

Yes, whether new construction, or moving walls, increasing the building's footprint, adding parking, altering the space, or if the scope of work contains a mixture of plumbing, electrical, and mechanical work a building permit will be needed. The permitting process verifies compliance with the Unified Development Code (UDC), Engineering Design Criteria Manual (EDCM), International Fire & Building Codes, and the Americans with Disabilities Act (ADA).

### What plans are required for my permit?

Plan set requirements vary depending on the scope of work, but may include:

- For commercial new, please see the commercial building permit checklist by clicking [here](#).
- A site plan and vicinity map to verify the location/address of the work
- Existing and proposed layout
- Mechanical, electrical and plumbing plans.
- Energy Compliance report verifying compliance to currently adopted International Energy Code (IECC).
- Projects over \$50K in valuation will require Texas Department of Licensing & Regulation (TDLR) registration.

### What are the permit fees?

Depending on the scope of work, fees are calculated utilizing square footage and valuation. Please refer to the Development Fee Schedule [here](#).

### How long is the permit review?

Initial permit review is 13-15 business days: resubmittals take 8-10 business days.

Once all reviews are completed, you will be emailed that corrections are required. After you have addressed the comments, you will upload **a narrative of changes and a full set of plans** to the existing permit by clicking on the  (paperclip) icon next to attachments. When the revised plans are uploaded staff is notified to begin reviewing the resubmittal. This process may be repeated depending on the number of resubmittals needed.

### How is the contractor added to the permit?

The applicant can email the selected contractor's information along with the permit number to [permits@pearlandtx.gov](mailto:permits@pearlandtx.gov) to have them added. Please note, all contractors must be registered with the City of Pearland.

If this is the contractor's first-time doing work in the City of Pearland, they can register by clicking [here](#). For a list of the different requirements to register click [here](#) or to see a list of currently registered contractors click [here](#).

### When can sub-contractors apply for their permits?

Sub-contractors can apply for their permits after the commercial permit is approved and/or issued.

