



Commercial Plan Review Checklist

Street Ticket from the City Engineering Department																						
Three (3) sets of bound Construction Drawings, stamped and sealed by a licensed Alabama Design Professional, in compliance with:																						
2012 IBC	2012 IMC	2014 NEC	2012 IPC	IEC 2015	2012 IFC	2012 IEBC	2009 ICC A 117.1															
<ul style="list-style-type: none"> • Include address, suite designation for each tenant space and construction details of any adjacent structures/spaces to the building • Full size page signed and sealed Building Code Summary (can be a photocopy of the pdf version) • Site Plan(s) in compliance with City Ordinances illustrating: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Current Zoning (Site / Adjacent)</td> <td>Sidewalks (Existing / Proposed)</td> <td>Vicinity Sketch</td> </tr> <tr> <td>Proposed Setbacks</td> <td>Drives (dim aisle/widths/radii)</td> <td>Title Block</td> </tr> <tr> <td>Proposed Use</td> <td>Parking (typical dims)</td> <td>Scale & North Arrow</td> </tr> <tr> <td>Structure (Existing / Proposed)</td> <td>Address & Legal Description</td> <td>Dimensions</td> </tr> <tr> <td>Landscape & Tree Plan (Illust. 24" + Live Oaks)</td> <td colspan="2">Outside Equipment (including Condensing Unit, Generator and/or Pool Equipment)</td> </tr> </table> 								Current Zoning (Site / Adjacent)	Sidewalks (Existing / Proposed)	Vicinity Sketch	Proposed Setbacks	Drives (dim aisle/widths/radii)	Title Block	Proposed Use	Parking (typical dims)	Scale & North Arrow	Structure (Existing / Proposed)	Address & Legal Description	Dimensions	Landscape & Tree Plan (Illust. 24" + Live Oaks)	Outside Equipment (including Condensing Unit, Generator and/or Pool Equipment)	
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Building Code Summary: Please fill out the PDF and submit this version, <i>as well as a full-size sheet (signed and sealed) in the Plan set.</i>																						
Contact Information Sheet																						
COM-Check - Energy Code Compliance documentation (New Construction only)																						
Letter of Supervision from the Design Professional																						
Certificate of Appropriateness (Historic District only) and/or Consolidated Review Committee Letter of Decision (Downtown Development District only)																						
Flood Zone Development Permit & (if exceeds \$5000) 50% packet (Flood Zone properties only)																						
Engineering Department Tier 1 or Tier 2 Land Disturbance (New Construction only) Contact George Davis (251) 208-7599 for additional information																						
\$272.00 Plan Review Fee																						

Once all reviews are complete, contact the Permitting Department to request a status check or to start the issuance process and schedule an appointment for obtaining the permit.

Commercial Resubmittal Checklist

RESUBMITTAL REQUIREMENTS			
Building	Three (3) sets of Construction drawings (submit revised drawings only and cloud all revisions) Resubmittal Fee (see below)		
Land Disturbance	Seven (7) sets of Construction drawings (submit revised drawings only and cloud all revisions) Signed and sealed letter from the Design Professional describing changes Resubmittal Fee (see below)		
RESUBMITTAL FEE			
1 ST Resubmittal \$201.00	2 ND Resubmittal \$501.00	3 RD Resubmittal \$1001.00	4 TH Resubmittal \$2001.00

Build Mobile, PO Box 1827, Mobile, Alabama 36633

For more information: www.BuildMobile.org | permitting@cityofmobile.org | 251.208.7198

Visit our help window: Mobile Government Plaza, 205 Government Street, Third Floor South Tower