



Commercial Plan Review Checklist

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|---|----------|----------|---------------------------------|--|----------|---------------------|-----------|------------------|--|
| Street Ticket from the City Engineering Department | | | | | | | | | |
| Construction Drawings stamped & sealed by a licensed Alabama Design Professional, in compliance with: | | | | | | | | | |
| 2021 IBC | 2021 IMC | 2020 NEC | 2021 IPC | 2015 IECC | 2021 IFC | 2021 IEBC | 2021 IFGC | 2017 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: | | | | | | | | | |
| 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) | | | | | |
| 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 | Construction drawings (submit all drawings, clouding all revisions) Resubmittal Fee (see below) | | |
| Land Disturbance | Construction drawings (submit all drawings, clouding 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 |

All applications must be submitted through the City's online Permitting system.

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