



CITY OF GLENN HEIGHTS  
1938 S HAMPTON RD, BLDG C GLENN HEIGHTS, TX  
INSPECTION LINE 1-877-837-8775

## COMMERCIAL PLAN REVIEW CHECKLIST

ADDRESS: \_\_\_\_\_

DATE RECEIVED: \_\_\_\_\_

- DIGITAL SET OF PLANS SUBMITTED VIA EMAIL
- PERMIT APPLICATION (1)
- PLOT PLANS TO INCLUDE LEGAL DESCRIPTION
- ~~EAB NUMBER~~
- TDLR (FOR PROJECTS OVER \$50,000) (2)
- COMCHECK ENERGY REPORTS- IECC (2)
- STAMPED FOUNDATION PLANS (2)
- SET OF STRUCTURAL PLANS (3)

ALL TRADE CONTRACTOR REGISTRATION FORMS  
COMPLETED

- A) MECHANICAL
- B) PLUMBING
- C) ELECTRICAL