

GRAPEVINE MILLS BULLETIN

Permitting Tips

(10/22/18)

This bulletin is to make you aware of any issues that have been identified in discussions with the authorities having jurisdiction. The landlord recommends all tenants, architects, and engineers thoroughly review the following and incorporate changes as they relate to the tenants contract and permit drawings.

City of Grapevine Building Department

200 S. Main St

Grapevine, TX 76051

P: 817-410-3165

Hours of Operation: Mon-Fri 8:00 am-5:00 pm

Building Department Web Site:

<https://www.grapevintexas.gov/135/Building-Inspection>

All permit applications are to be submitted in person

- Grapevine Mills building type information: Occupancy Class M Mercantile or A-2 Assembly, Type II B, fully sprinkled, non-combustible building that is governed by the 2006 IBC. Please refer to City's website for applicable codes.
- The State of Texas charges a renovation tax. Be sure to inquire about the correct percentage when permitting with the City
- Plan sets for review must be three (3) complete sets of plans not to exceed 36" in any dimension and one (1) set of specifications. Food service plans require four (4) sets in the same manner.
- Plans **must** be signed and sealed by a State of Texas Registered Architect and Professional Engineer.
- The State of Texas and the City of Grapevine will require an asbestos inspection before the permit can be issued. The mall does not keep prior inspections on file. A new inspection will need to be performed.
- All backflow prevention devices shall be tested by a TNRCC approved backflow testing agency. A copy of the test report, as well as the testing agency's credentials shall be submitted to the Building Department.
- All store fixtures **must** be fire rated.
- A pre-inspection by the building department is required prior to the start of any work on site. This includes demolition.
- All sign(s) shall be permitted, installed, inspected and approved separate from the building permit. This inspection should be scheduled concurrently with the final building or C/O inspection.
- Any revisions, alterations, or additions after the issuance of a C/O may require additional plans and a separate permit application. Please contact your tenant coordinator for further guidance prior to performing any work outside the LL approved plans.
- The City will require a COMcheck report showing the building meets the requirements of the International Conservation Code (IECC) and ASHRAE 90.1.

The tenant is responsible to comply with all regulations of the **Texas Architectural Barriers Act**. This includes review and approval of plans as well as an inspection of the space at the conclusion of construction. Failure to adhere to these regulations is a violation of the Lease Agreement.

For more information, please contact:

Texas Department of Licensing and Regulation (TDLR)

PO Box 12157,
Austin, TX 78711
Telephone: (512)463-3211 or (877)278-0999,
Fax (512)475-2886
Website: www.license.state.tx.us

Tenants with Food Operations please contact the following for additional requirements:

Tarrant County Public Health

100E. Weatherford
Ft. Worth, TX 76196
P: 817-884-1111, Option 10
Hours of Operation: Mon-Fri 7:00 am-5:00 pm
<https://www.tarrantcounty.com/en/public-health.html>

The store address shall be: _____ (Store Name)

Grapevine Mills
Suite _____ (Space)
3000 Grapevine Mills Pkwy
Grapevine, TX 76051