



## Murray City Commercial Tenant Improvement Permit

The following list is a list of common requirements needed for a Commercial Tenant Improvement, the purpose being to help expedite the permit process, this list may not be a complete list for the plan review as every project is unique.

### **COMMUNITY DEVELOPMENT ACCEPTANCE FOR REVIEW**

- Project Approval from Murray City Planning & Zoning or be scheduled for final approval on the next available Planning Commission Agenda. Contact: 801-270-2430 or [planning@murray.utah.gov](mailto:planning@murray.utah.gov) with questions.

***\*\*Submit the Building Permit Application electronically through eProcess 360: <https://murray.ut.eprocess360.com> \*\****

***NOTE: APPLICATIONS FOR BUILDING PERMITS CANNOT BE ACCEPTED FOR PLAN REVIEW UNTIL THE SUBMITTAL IS COMPLETE.***

Contractor's name, phone number, address, and contractor's state license numbers (Required prior to issuance of the permit):

- General Contractor
- Electrical Contractor
- Plumbing Contractor
- Mechanical Contractor

### **BUILDING PLANS \*\*PLANS @ FASHION PLACE MALL REQUIRE LANDLORD APPROVAL LETTER\*\***

- Restaurant Plans are required to have approval from Salt Lake County Health Dept. This must be provided prior to issuance of the building permit. Go to: <https://www.saltlakecounty.gov/health/food-protection/permits/permanent/> for information.
- Building Code Analysis must be shown on plans
- Clearly show the specific use of each area
- Indicate whether this is to be a new build out or remodel
- **Spaces over 3,000 ft<sup>2</sup>, medical facilities, and restaurants require a Utah State registered architects stamp, signature, and date.**
- Key plan or description indicating location in the main structure
- Floor plans drawn to scale (1/8" = 1' or larger) clearly indicating specific uses of all areas and general plan of entire space if this is part of a larger space
- Differentiation between new and existing construction, doors windows, corridors, etc.
- Full floor plan i.e. office building TI – showing where the tenant space is located and what the uses of other tenants, egress, restrooms, etc.
- Clearly dimensioned rooms, corridors, aisles, etc.
- Size, material, hardware, fire rating and swing of doors
- Window size, type and location with safety glazing indicated
- Room finishes with flame spread rating for wall coverings
- Ceiling details at perimeter to include seismic bracing detail for suspended ceilings
- Stair details at perimeter to include handrail and guards
- Wall construction detailed to include wall heights, deflection tracks and bracing details for walls not attached to deck above

### **ELECTRICAL PLANS**

- Lighting plans
- Fire alarms and smoke detectors as required
- Exit signage and emergency lighting

**MECHANICAL PLANS**

- Plumbing fixture locations
- Exhaust fans
- Locations of fire and smoke dampers
- Mechanical equipment schedules and efficiency ratings