



**Construction Services Division**

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**Commercial New  
 Construction and/or Addition  
 Permit Requirements**

<p><b>Requirements</b></p>	<p><b>When Required:</b></p> <p>A commercial building permit for new construction or additions is required for the construction, addition, alteration, or change of use of commercial buildings within the City of Tampa limits.</p> <p>Special Purpose Inspection Permits. Special Purpose Inspections are required to obtain a certificate of partial occupancy on commercial buildings.</p>
<p><b>Permit Information</b></p>	<p><b>PERMITS CAN BE ISSUED TO:</b></p> <ol style="list-style-type: none"> <li>1. Licensed general or building contractor or authorized agents(s) - subject to limitations of certificate - must present photo ID at the <b>Permit Center</b>.</li> <li>2. Qualifying owner of a commercial building whose total construction cost is 75,000 or less than the amount to be determined by the Plans Examiner (including building, mechanical, plumbing, gas, and electrical work), and whose occupancy and use is for the owner and not offered for sale or lease.</li> </ol>
<p><b>Section 3</b></p>	<p><b>SUBMISSION REQUIREMENTS:</b></p> <p>Please refer to the Commercial Plan Review Handbooks for submission requirement: Commercial Site Plan Review; Commercial Building Plan Review; or, Phased Commercial Building Plan Review.</p> <p>Note: Any <b>Commercial</b> construction project greater than \$25,000 in cost and structural and all buildings of group A,E and I intended for public use shall be prepared by and bear the impress seal of a professional architect registered in the State of Florida.</p> <p>Note: Electrical Service work over 200 amps; Single phase or service that is three phase requires an electrical contractor. Temporary power poles require plan review.</p> <p>Plans are required for review and all work must be submitted on 18X24 format.</p>