



JAKE WINDHAM
MAYOR

BRAD ROBERTSON
DIRECTOR
COMMUNITY DEVELOPMENT

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ALDERMEN:
DAVID STOVALL - At-Large
SAMMY WILLIAMS - District 1
KEITH DENNIS - District 2
GARY BROADWATER - District 3
CASEY FOY - District 4
DWIGHT KNIGHT - District 5
KYLE FOSTER - District 6

PROCESS FOR SUBMITTING COMMERCIAL PLANS

1. Provide a colored rendering of the entire building (front, sides, and back) for approval before building plans are submitted.
2. Submit storm water drainage plans with hydraulic calculations for engineer review for areas over one acre.
3. Provide preliminary development site plans if subdividing property for engineer review and City review (see subdivision ordinance Appendix B Article 3).
4. Erosion Control Approval - application submitted with site plan and approval by Mr. Brad Robertson.
5. Submit a permit application online at cityofpearl.com and attach a set of construction plans for approval to Community Development.
6. Submit a set of complete building plans with the following included:
Site plan with actual mean sea level elevations; finished floor elevations; positive storm water drainage away from the building.
 - Foundation
 - Framing
 - Electrical
 - Plumbing
 - Mechanical (with heat loss/gain)
7. Compaction test (we need this prior to doing a foundation inspection).
8. If the property is in a flood zone you need to provide a flood elevation certificate prior to pouring the foundation, a second flood elevation certificate after the foundation has been poured showing the actual elevations, and a third flood elevation certificate after the job is completed.
9. Pre-treat certification must be submitted before pouring foundation.
10. Contractor must have a Mississippi Commercial Contractors License.
11. All sub-contractors must be licensed and bonded with the City of Pearl and obtain a permit or sign off on permit before starting work i.e. electrical, plumbing, mechanical, etc.
12. Provide copy of SOIL BORING report.
13. A preconstruction meeting is required for all new contractors in the City of Pearl.