CITY OF SAN ANTONIO — TEXAS — DEVELOPMENT SERVICES

CPS Release Requirements - COMMERCIAL

Commercial Combination Permit TOPS Release Requirements ***Release occurs on the Building Permit only when the listed inspection types are closed with the inspection status indicated to the right.***	**Inspection Status** **Must be: *Pass, Partial Pass, or Conditionally Approved***	**Manual Release: Occurs when inspection status is *Pass, Partial Pass or Conditionally Approved***		
		Pass **√**	**Partial Pass** **√**	**Conditionally Approved** **√**
Building – Foundation with Letter	**Pass/Conditionally Approved**			
Building – Frame Beam and Soffit	**Partial Pass**			
Building – Frame Tie Down/Wind Bracing	**Partial Pass**			
Building – Frame with Letter (If applicable)	**Pass/Conditionally Approved**			
Building – Framing	**Partial Pass**			
Electrical – Concrete Encased Electrode	**Pass/Conditionally Approved**			
Electrical – Foundation/Slab	**Pass**			
Electrical – Rough-in	**Partial Pass**			
Electrical – TOPS	**Pass/Conditionally Approved**			
Gas – Rough -in (applicable to commercial projects equipped with gas)	**Partial Pass**			
Mechanical – Rough- in	**Partial Pass**			
Plumbing – Rough-in	**Partial Pass**			
Plumbing – Top out	**Partial Pass**			
Plumbing – Pre-pour	**Partial Pass**			
Plumbing – Underground Waterline	**Partial Pass**			
Sewer- Final	**Pass/Conditionally Approved**			

TOPS may be issued as a standalone permit for construction with Existing Electrical Service. In these situations, disregard the inspection checklist above.

The following conditions must be met to receive a CPS Release for TOPS on existing service for commercial projects.

- All necessary and or required trade permits must be obtained.
- The TOPS inspection must be Passed on the permit.
- The Permit must be noted as TOPS for Existing Service either in the scope of work or inspection result comment.

Please note that CPS will not release TOPS service for fire damaged structures.

See Ch. 10-53 of the Unified Development Code for Electrical Provisions for TOPS on existing construction.

CPS Release Requirements - COMMERCIAL

Commercial Gas Release **Release occurs on the Building Permit**	Inspection Status Must be: *Pass or Conditionally Approved*	Manual Release: Staff performs review for required criteria and manually generates the CPS Release.	
		Pass √	Conditionally Approved √
Gas – Final	Pass/Conditionally Approved		
Gas – Rough-in	Pass/Conditionally Approved		
Mechanical – Final	Pass/Conditionally Approved		
Mechanical – Rough-in	Pass/Conditionally Approved		
Plumbing – Final	Pass/Conditionally Approved		
Plumbing – Pre-pour	Pass/Conditionally Approved		
Plumbing – Rough-in	Pass/Conditionally Approved		
Plumbing – Sewer Final	Pass/Conditionally Approved		
Plumbing – Top out	Pass/Conditionally Approved		
Plumbing – Underground Waterline	Pass/Conditionally Approved		

CPS Release Requirements - COMMERCIAL

Commercial Temporary Meter Loop (TML) Inspection may be on combination permit or as a standalone	Inspection Status Must be: *Pass or Conditionally Approved*	Systematic Release: When inspection type *Electrical - TML* is closed with status of *Pass* or *Conditionally Approved.*	
		Pass √	Conditionally Approved √
Electrical – TML	Pass/Conditionally Approved		

Commercial Work with CPS Release	Inspection Status Must be: *Pass or Conditionally Approved*	Manual Release: Staff performs review for required criteria and manually generates the CPS Release. Inspection status must be met.	
		Pass √	Conditionally Approved √
Commercial	If Electrical: Work With CPS Inspection status is Pass/Conditionally Approved		

CPS Release Requirements - COMMERCIAL

Commercial Permanent Power Release	Inspection Status Must Be: *Passed or Conditionally Approved*	Manual Release: Staff performs review for required criteria and manually generates the CPS Release.		
		Pass or Conditionally Approved √	All Outstanding Permit & Application Fees Paid √	Custom Fields type selected is Residential √
Commercial	<u>ALL</u> inspections			