



420 10th Street
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Ryan Pruett
Director

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SHELL BUILDING REQUIREMENTS

A **shell building** is a structure with empty spaces that have not yet been classified with a defined use due to a lack of tenant. Exterior of building shall be finished, interior shall remain unfinished.

ITEMS ALLOWED TO BE PERFORMED WITH SHELL BUILDING PERMIT

BUILDING

- Exterior elements of building shell be completed.
- Interior elements of building shall be left uncovered until tenant build-out.

ITEMS ALLOWED TO BE PERFORMED WITH SHELL PLUMBING PERMIT

PLUMBING

- Plumbing, water service, building sewer, grease trap, lint trap, sand trap, dumpster pad drain etc. may be installed under slab or exterior of the building, no plumbing shall be installed above the slab until tenant build-out.

ITEMS ALLOWED TO BE PERFORMED WITH SHELL HVAC PERMIT

HVAC

- HVAC roof top unit may be set, no duct work shall be installed until tenant build-out.

ITEMS ALLOWED TO BE PERFORMED WITH SHELL GAS PERMIT

GAS

- Gas piping may be run to HVAC units and stubbed into tenant spaces, no gas piping shall be run beyond stub in until tenant build-out.

ITEMS ALLOWED TO BE PERFORMED WITH SHELL ELECTRICAL PERMIT

ELECTRICAL

- Electrical Permits for Shell Buildings



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- TP (Temporary Pole Permit): A permit issued to provide temporary power on a pole for the duration of the Shell Building Permit.
- LP (Lights and Power Permit): A permit issued for the wiring of the shell building only, including the entire electrical service for the building, the building House Panel and associated electrical circuits, conduits from the shell building service location to each future tenant suite, and parking lot lights.
- CP (Construction Power Permit): A permit issued for providing permanent electrical power to the shell building service and the House Panel.

OTHER

ITEMS NOT LISTED MAY BE PRESENTED TO BUILDING OFFICIAL FOR REVIEW

WHITE BOX BUILDING REQUIREMENTS

A **white box** is a building with finished interior, with ceilings, lighting, plumbing, heating and cooling (HVAC), gas, electrical outlets, interior walls, restrooms. A white box is considered ready to lease unless occupancy type requires additional modification per code requirements.

ITEMS ALLOWED TO BE PERFORMED WITH WHITE BOX PERMIT

- When a White Box permit is obtained the building, plumbing, mechanical, gas, electrical, site and any other elements of the job must be completed before a final can be given.

TENANT BUILD-OUT REQUIREMENTS

A **tenant build-out** is to make a space, structure or system ready for use or to bring a construction or development project to a completed state.

ITEMS ALLOWED TO BE PERFORMED WITH TENANT BUILD-OUT PERMIT

- Tenant space shall be brought up to current code relating to occupancy and use.