

# COMMERCIAL PROJECT SUBMITTAL GUIDE & BUILDING PLAN REQUIREMENTS

Code Inspections Inc

## No work shall be started until the permit is approved and issued.

The following documents shall be submitted to the Building Code Official for their approval:

- \_\_\_ Completed Code Inspections, Inc Permit Application
- \_\_\_ Local Municipal Approvals
- \_\_\_ Sewer and/or Water Approvals
- \_\_\_ Completed Workers' Compensation Insurance Form
- \_\_\_ Existing L&I Certificate of Occupancy (if applicable)
- \_\_\_ Two (2) sets of stamped and signed drawings designed by a licensed architect or licensed professional engineer, licensed under the Architects Licensure Law or Engineer, Land Surveyor and Geologist Registration Law. Plans shall have the following details:
  - 1) **Title Page Drawings** – Shall include design code utilized, design occupant load, use group classification, description of square footage per floor, number of floors, type of construction, contact information for all design professionals, whether it is a separated or non-separated mixed use group.
  - 2) **Site Plan Drawings**- Shall include the size and location of new construction and existing structures on the site, accurate boundary lines, distant from lot lines, established street grade and the proposed finished grades, location of parking spaces, accessible routes, public transportation stops and other required accessibility features. If the construction involves demolition the site plan shall indicate construction that is to be demolished and the size and location of existing structures and the construction that will remain on site.
  - 3) **Floor Plan Drawings** – Shall include the use of all areas, means of egress components, handicap accessible features, location & type of fire resistant construction, and U.L. listing of fire resistant construction.
  - 4) **Structural Drawings** – Shall include uniform live loads, dead loads snow loads, roof, loads, wind loads, structural design calculations, a geo-technical report, footing construction detail, foundation construction detail, framing construction detail, masonry construction detail, concrete construction detail, wood construction detail, and any steel construction detail.
  - 5) **Electrical Drawings** – Shall include panel schedule, grounding system and details, wiring methods, lighting features, electrically operated equipment, and electrical circuits.
  - 6) **Mechanical Drawings** – Shall include size & type of appliance, chimney systems, ventilation air, make-up air, and location of all ducts and piping.
  - 7) **Plumbing Drawings**- Shall include diagram of all waste and water piping, pipe sizes, type & grade of pipe, drainage fixture unit loads, and water distribution design.

- 8) **Fire Protection Systems** – Shall include the information required by the referenced installation standards contained in the “International Building Code”

**\*\* ALTERATIONS, RENOVATIONS, and CHANGES of OCCUPANCY to existing buildings may not need to have plans stamped by a licensed architect or professional engineer. Please consult with the Building Code Official to see what is required.**