



Commercial Plan Submittal Checklist

ALL WORK MUST COMPLY WITH 2021 INTERNATIONAL BUILDING CODE, 2020 NATIONAL ELECTRICAL CODE, 2021 INTERNATIONAL PLUMBING CODE, 2021 INTERNATIONAL MECHANICAL CODES, 2021 INTERNATIONAL FUEL GAS CODE, 2021 INTERNATIONAL ENERGY CONSERVATION CODE, 2021 INTERNATIONAL FIRE CODE AND 2017 ICC / ANSI AII7.1.

CONSTRUCTION DOCUMENTS

COM CHECK (energy analysis) GEO TECH REPORT (soils engineering analysis)

COVER SHEET

<input type="checkbox"/> Plans 3,000 sf or more require a design professional stamp and signature	<input type="checkbox"/> Index of Drawings
<input type="checkbox"/> Plan Criteria (code analysis of allowable areas/heights & increases, occ'y separations, egress, Rated walls & openings, req'd plumbing fixtures, etc.)	<input type="checkbox"/> General Notes
<input type="checkbox"/> Occupancy Load	<input type="checkbox"/> Landscaping
<input type="checkbox"/> Zone/Code Summary/Parcel Number	<input type="checkbox"/> Footing/Foundation/Basement
<input type="checkbox"/> Site Plan, including distances to all property lines	<input type="checkbox"/> Floor and Roof Framing
<input type="checkbox"/> Floor Plans and Elevations	<input type="checkbox"/> Stairway, Handrail, and Guard Details
<input type="checkbox"/> Wall Cross Sections and Details	<input type="checkbox"/> Structural Sheets, Spec's and Details
<input type="checkbox"/> Beam and Header Schedules	
<input type="checkbox"/> Insulation Specifications	
<input type="checkbox"/> Contacts and Design Professionals	

PLUMBING

<input type="checkbox"/> DWV Isometric with Pipe Sizing and Cleanout Locations	<input type="checkbox"/> Water Service Size
<input type="checkbox"/> DWV and Water Piping Plan Views with Sizing	
<input type="checkbox"/> Gas Piping with Loads, Lengths, Sizing, and System Pressure	
<input type="checkbox"/> Fixture Schedule	<input type="checkbox"/> Piping Materials

MECHANICAL

<input type="checkbox"/> Equipment Schedule	<input type="checkbox"/> Duct Materials and Layout
<input type="checkbox"/> Vent Sizing	<input type="checkbox"/> Combustion Air Provisions
<input type="checkbox"/> Ventilation / Make-Up Air Provisions and Ductwork (if applicable)	

ELECTRICAL

<input type="checkbox"/> Service One-Line with Sizing	<input type="checkbox"/> Wiring Method(s)
<input type="checkbox"/> Load Calculations	<input type="checkbox"/> Circuitry and Panel Schedules
<input type="checkbox"/> Switch and Receptacle Locations	<input type="checkbox"/> Lighting Outlets and Luminaires

FIRE

Deferred Submittals (check if yes) Automatic Fire Sprinkler System, Fire Pump, Fire Standpipe, Fire Alarm System, Clean Agent System, Dry Chemical System, Commercial Kitchen U.L. 300 Wet Chem. System

<input type="checkbox"/> Show Fire Department Access	<input type="checkbox"/> Show Flow per Fire Code
	<input type="checkbox"/> Show Fire Hydrants

CIVIL ENGINEERING

<input type="checkbox"/> Roads	<input type="checkbox"/> Water	<input type="checkbox"/> Sewer	<input type="checkbox"/> Utilities
<input type="checkbox"/> Curb & Gutter, and Sidewalks		<input type="checkbox"/> Grading Plan	
<input type="checkbox"/> Storm Drainage (including calculations) and Retention (if applicable)			
<input type="checkbox"/> Best Management Practices (required by the EPA)			